

*****JOB ANNOUNCEMENT*****

Indian Child Welfare Case Worker

POSITION: Indian Child Welfare Case Worker
POSTING DATE: April 3, 2018
CLOSING DATE: April 17, 2018
SALARY: Negotiable
LOCATION: LCO Tribal Administration Building
DEPARTMENT: ICW
SUPERVISION: ICW Director
ADMINISTRATION: LCO Tribal Policies & Procedures

POSITION SUMMARY:

This position will require knowledge of all areas of social work including CPS investigations as well as on-going case management and court procedures.

QUALIFICATIONS:

- Possess a minimum of an Associate's of Arts in Human Services or related field, or working toward a degree.
- Have experience working in a child welfare setting.
- Be trained in forensic interviewing skills or willing to complete this training within 6 months of the hire.
- Be knowledgeable of and able to utilize the State E-Wisacwis reporting system.
- Possess excellent compute, written and verbal communication skills.
- Must have a valid Driver's License, good driving record, personal vehicle insurance, and reliable transportation.
- Must be able to pass pre-employment and random drug test.
- Must be able to pass a nation-wide criminal background check.
- Must be able to travel when assigned.

- Tribal preference applies.

DUTIES AND RESPONSIBILITIES:

- Able to complete ACCESS/Intake reports involving child abuse and neglect.
- Complete physical, sexual, or neglect investigations with co-workers, Sawyer County CPS and Law Enforcement Agencies.
- Provide strength-based social work skills to families and be knowledgeable of trauma informed care when working with clients.
- Complete reports including permanency plans, safety plans, court reports, dispositional and change of placement reports.
- Conduct face-face contacts, home visits, and child welfare checks as assigned.
- All other duties as assigned by ICW Director or Assistant Director.

APPLICATION PROCEDURE:

Submit completed LCO Employment Application including Release and Authorization Form (available upon request or on the Tribe's website) along with a cover letter, resume and at least three (3) letters of reference. Certificate of Good Standing in each jurisdiction where licensed and any other supportive documents. **Tribal Member applicants must provide a signed official document from a federally recognized Tribe acknowledging enrollment.**

MAIL INFORMATION TO:

**Lac Courte Oreilles Tribal Government
ATTN: Holly Trepanier, Human Resources Director
13394 W. Trepania Road
Hayward, WI 54843**

Tribal preference will apply to qualified applicants in accordance with the Lac Courte Oreilles Policies & Procedures Manual.