REVISED AUG 02 1987

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Caseworker 3	CODE: 06004
	MAJOR AGENCIES: Children's Services Boards	JURISDICTION: County

FUNCTION: Under general supervision from caseworker 4, prepares case records & conducts casework of juvenile nature, according to specific laws & regulations; may supervise placement of children in foster homes;

PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1		Identifies individuals & families with defined social problems & assists clients to use community resources to meet defined problems.	Knowledge of (1) interviewing, (2) income maintenance/social services & available community resources; ability to (3) define problems, collect data, establish facts & draw valid conclusions, (4) gather, collate & classify information about data, people & things, (5) handle sensitive inquiries from & contacts with clients.
2		Performs juvenile casework of non-technical nature.	Knowledge of 1, (6) casework preparation; ability to 3, 4, (7) prepare accurate & concise reports.
3		Explains and interprets the role of social agencies in the state to employers, recipients & general public.	Knowledge of 2, 6; ability to 3, 4, 5.

(143)

125:1-8-02

*Developed after employment

UNUSUAL WORKING CONDITIONS:	MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*	TRAINING & DEVELOPMENT: