OHIO
CLASSIFICATION
SPECIFICATION
Developed for Equal Opportunity

CLASS TITLE: Child Welfare Caseworker 3

REVISED AUG 0 2 1987

CODE: 06013

MAJOR AGENCIES: Children's Services Board

JURISDICTION: County

FUNCTION: Under general supervision from child welfare casework supervisor, performs child welfare casework for special project with emphasis on intensive child welfare casework services in fairly large county children services board, carries complete case load of considerable complexity in programs of home finding, crippled children, child placement, vocational guidance or other special area; may develop plans to expedite program based on skillful application of child welfare casework techniques;

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1		Provides casework services to selected group of children & families where special skills are required, performs intensive interviews with recipients involving casework treatment, develops plans for counseling & treatment of clients based on analysis of social situation, makes studies of prospective foster homes, places children & provides continuing casework service to children & foster parents .	Knowledge of (1) child welfare casework methods & techniques, (2) counseling, (3) psychology, (4) available community resources, (5) legal requirements related to child placement; ability to (6) define problems, collect data, establish facts & draw valid conclusions, (7) gather, collate & classify information about data, people or things, (8) handle sensitive inquiries from & contact with children & foster parents.
2		Investigates prospective adoptive homes & places children for adoption.	Knowledge of 1, 5, (9) adoption law; ability to 6, 7.
3		Prepares written social casework records.	Knowledge of 1, 5; ability to 6, 7, (10) prepare meaningful, accurate & concise reports.

(147)

123:1-8-02

- PERFORMS RELATED DUTIES AS REQU

*Developed after employment

UNUSUAL WORKING CONDITIONS:

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*

TRAINING & DEVELOPMENT

FORM ADM 4134

CLASS TITLE: Child Welfare Caseworker 3

CODE: 06013