

CPS HR CONSULTING
invites applications for the position of:



Social Worker Supervisor

SALARY: \$31.56 - \$38.36 Hourly
DEPARTMENT: Mono County Department of Social Services
OPENING DATE: 07/30/19
CLOSING DATE: 08/26/19 11:59 PM

**TENTATIVE
 ORAL EXAM** 09/23/2019
DATE - WEEK OF:

POSITION INFORMATION:

Under general direction, the Social Worker Supervisor I plans, organizes and supervises social service and employment staff engaged in providing information and referral services, adult protective services, in-home supportive services, home placement services, child protective services, emergency response services and/or employment services; performs other related work as assigned.

Social Worker Supervisor I is the first supervisory level in the series. Social Worker Supervisor I differs from the next lower classification of Social Worker IV in that the former is the first line supervisor. Social Worker Supervisor I differs from Social Worker Supervisor II in that the latter is at the second supervisory level and requires a Master's degree.

SUPERVISION EXERCISED AND RECEIVED

Incumbents in the Social Worker Supervisor I classification generally receive direction from a Program Manager or other management level classification. A Social Worker Supervisor I, supervises a variety of Social Workers, clerical and technical staff, but does not supervise employees in positions that require a master's degree pursuant to California Department of Social Services (CDSS) Manual of Policy and Procedures (MPP) Division 31 regulations (31.070).

MINIMUM QUALIFICATIONS:

Pattern 1: Three (3) years of full-time experience performing journey level social work case management duties* in a Social Worker II classification in an Interagency Merit System (IMS) county;

(Substitution: One year of graduate work in social work or counseling may substitute for one year of the required experience.)

OR

Pattern 2: One (1) year of full-time experience performing advanced journey level social work case management duties in a Social Worker III classification in an Interagency Merit System (IMS) county.

OR

Pattern 3: Four (4) years of full-time experience performing social work case management duties.

*Qualifying social work case management includes direct case work management, such as: assessment, evaluation; conducting investigations of abuse and neglect; preparing court reports; responsibility for a long term caseload, monitoring compliance through home calls and other personal contact; collaboration with other agencies and linking clients to resources and programs; development of a case plan, modification of case plans as needed/required; and authority to impose sanctions or implement actions that impact services.

While the above requirements outline the minimum qualifications, applicants may be further evaluated for qualifications beyond those listed. Those applicants that are determined to be most highly qualified will be invited to participate in the next step of the selection process.

SUPPLEMENTAL INFORMATION:

- This is a full-time, 40 hour per week position with County benefits.
- A valid driver's license may be required at the time of appointment and employees may also be required to drive their own car, provide proof of car insurance, and a DMV clearance. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.
- Applicants for positions within the Department of Social Services are subject to a criminal history background check.
- Government agencies accessing US government information, which include federal tax information must ensure that background investigation requirements for all agency employees and contractors that have access to federal tax information are consistent to the IRS background investigation requirements for access to federal tax information. A background check may be required if the position requires access to these types of records. Background requirements consist of three components which include, fingerprinting, citizenship verification and local law enforcement checks. Applicable agencies must conduct investigation during time of hire and ensure a reinvestigation is conducted 10 years from the date of the previous background investigation for each employee that has access to federal tax information.

VETERAN'S PREFERENCE

If you would like to request Veteran's preference points as part of the application packet, please submit a copy of your DD-214 form. Applicants email a copy of the DD-214 form to CalHR at mssprogram@calhr.ca.gov by the application deadline listed on the job bulletin.

EXAMINATION INFORMATION

If you would like to request Veteran's preference points as part of the application packet, please attach a copy of your DD-214 form to your application.

SPECIAL TESTING ARRANGEMENTS

Special testing arrangements may be made to accommodate applicants for disability, military, or religious reasons. If you require such arrangements, please contact CalHR at mssprogram@calhr.ca.gov or 916-323-2785 upon notification that your application has been approved. Documentation from medical, military, school, or church officials outlining the accommodation request must be received by our office a minimum of five business days prior to a scheduled examination.

ABOUT MONO COUNTY

Mono County, with a population of approximately 14,000, is set on the eastern slopes of California's Sierra Nevada mountain range. The Town of Mammoth Lakes, with a population of approximately 7,093 is the most populated area of Mono County. The County Seat is located in picturesque Bridgeport located 360 miles north of Los Angeles and 182 miles southeast of Sacramento. Mono County is a rare environment of natural contrasts: soaring granite peaks and spacious desert vistas, quiet lakes, bubbling hot springs and cold mountain streams, winter snows and sunny summer skies. The County offers numerous recreational opportunities for the outdoor enthusiast.

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.governmentjobs.com/careers/cpshr>

Position #MSS00850
SOCIAL WORKER SUPERVISOR
MW

Attn: MSS Program
1515 S Street, Suite 500, North Building
Sacramento, CA 95811
(916) 323-2360

mssprogram@calhr.us
