

The County of Nassau is seeking qualified candidates for the position of **Caseworker I**.

GENERAL STATEMENT OF DUTIES

Performs professional casework in the field of public social welfare; performs related duties as required.

COMPLEXITY OF DUTIES

Under direct supervision, duties require the exercise of judgment in applying established routine casework techniques and procedures to routine cases.

TYPICAL DUTIES

- * 1. Assists applicants and clients in developing and using their capacities to more adequately service their needs; assists applicants and clients in utilizing community services.
- * 2. Investigates applicants to determine eligibility for various social services programs offered by the Department.
- * 3. Provides special services to children in own home or in foster care, and to unmarried mothers, the aged, physically and mentally ill, families, and others.
- * 4. Reports suspected or alleged incidents of child abuse and/or neglect.
- * 5. Completes and maintains case progress notes and case records, in accordance with New York State Social Services Law requirements, State and local policies, and established department procedures.
- * 6. Transports children and adults for placement, scheduled visitations, to medical facilities, and for other purposes, as necessary.
- * 7. Authorizes assistance and care to eligible clients, subject to supervisory approval.
- 8. Participates in prescribed New York State and Nassau County training courses in-person, on-line, and on-the-job; requiring travel as necessary.
- 9. Prepares oral and written reports.

*ADA ESSENTIAL FUNCTIONS

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES

1. Some knowledge of the basic principles of economics, sociology, psychology, and other social and behavioral sciences.
2. Some knowledge of individual and group behavior and effective ways of working with people.
3. Some knowledge of current social, economic, and health problems.
4. Ability to establish and maintain rapport with children and adults who are physically, mentally, socially, or economically handicapped.
5. Ability to keep records and make oral and written reports.

MINIMUM QUALIFICATIONS

Training and Experience

Bachelor's degree from a regionally accredited or New York State registered college or university.

Necessary Special Requirement at Time of Appointment

Possession of an appropriate class, valid New York State Driver License. Must have available for use an operable automobile for the purpose of transportation for visits to clients, the transportation of clients - children and/or adults or for County business.

This position requires a background check that includes fingerprinting. Cost of each is at the candidates' expense.

Salary \$60,675

Nassau County Residency Preferred. Benefits package and NYS Pension

For consideration, please submit resume, cover letter and salary requirements to dsshtrandpayroll@hhsnassaucountyny.us

EOE/MFDV

PERSONNEL CHOSEN FOR MERIT AND FITNESS WITHOUT REGARD TO RACE, RELIGION, SEX, AGE, NATIONAL ORIGIN, DISABILITY, MARITAL STATUS OR ANY OTHER NON-MERIT FACTOR