

CASEWORKER (FOSTER CARE PREVENTION PROGRAM)
(Town of Greenburgh)

GENERAL STATEMENT OF DUTIES: Performs social casework by providing counseling and support services to families at risk; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under supervision of the Project Director at the Fairview Community Center, an incumbent of this position is assigned to a pilot project and assesses and evaluates to determine the need for casework services to families whose children are at risk of foster care placement. Caseworker will provide directly or arrange for support services necessary to maintain the family unit.

EXAMPLES OF WORK: (Illustrative Only)

Interviews clients at their home or at office to determine appropriate casework services;

Makes necessary collateral contacts with Department of Social Services, community-based social welfare agencies, relatives, friends, hospitals to assess family history;

Makes and carries out plans in cooperation with Project Director to address the individual problems of cases assigned;

Makes family centered or individual field reviews of home conditions, socio-economic status and other factors with regard to clients;

Interprets the program objectives to the community and clients;

Reviews cases to determine changes in situations affecting need for service;

Participates in joint planning and staff meetings for evaluation and review of progress of clients;

Maintains all necessary forms and records pertinent to a case as part of the case record.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: A familiarity with social casework practices; familiarity with nature and cause of social maladjustment; ability to establish and maintain successful relationships with others; skill in interviewing, writing, spelling and recording; ability to maintain objectivity in dealing with others who may be under emotional stress; ability to understand and carry out written instructions; emotional maturity; resourcefulness; sound judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from a recognized college or university with a Bachelor's Degree.