



**DHS/DFCS – Social Services Specialist Supervisor
(Social Services Case Manager Supervisor) - Foster Care Unit**

**Job Number:
00022213**

Job Posting: September 25, 2016
Closing Date: Until Filled
Primary Location: GA-Jackson Co-Jefferson

Number of Openings: 1
Job: Social Services
Shift: Day Job

SALARY: Pay Grade J
Salary Range: \$37,080 - \$47,101
(Salary Commensurate with Experience)

Current Georgia State Government employees will be subject to State Personnel Board rule provisions.

The Georgia Division of Family and Children Services (DFCS), a division of the Georgia Department of Human Services, investigates reports of child abuse; finds foster and adoptive homes for abused and neglected children; issues SNAP, Medicaid, TANF and childcare assistance to low-income families; helps out-of-work parents get back on their feet; and provides numerous support services and innovative programs to help families in need.

DFCS is working to implement significant child welfare reform through the Blueprint for Change plan, which is the Division's roadmap to improving the lives of the children and families we serve. It is about strong practice, a committed workforce and the authentic internal and external engagement with our staff and the community. The Blueprint for Change has three pillars:

- **Practice Model:** Adoption of a practice model that will serve as the foundation to keep kids safe and strengthen families; and inclusion of guiding principles, vision and mission statement.
- **Robust Workforce Development:** Increased staffing and expertise for Child Welfare and Family Independence; research-based caseload ratios; mentoring for supervisors; improved compensation based on proven competency; and development of a career path.
- **Constituent Engagement:** Creation of advisory boards at state, regional and local levels; organized "roadshows" to engage the public, local stakeholders and media; and build consensus and collaboration among partners, staff, and stakeholders.

DFCS is seeking candidates for the position of **Social Services Specialist Supervisor (Social Services Case Manager Supervisor) - Foster Care Unit**. This position reports to the Social Services Administrator, and will be based in Jefferson, Georgia located in Jackson County. The successful candidate will be motivated and passionate about changing the lives of children and families, brings a deep knowledge of child welfare and foster care placement services from a public/private perspective. The incumbent will be able to work in partnership with stakeholders to achieve the mission, vision and Blueprint for Change of the Division.

Job Summary & Responsibilities:

Under limited supervision, the **Social Services Specialist Supervisor (Social Services Case Manager Supervisor) - Foster Care Unit:**

- Directs professional staff in the delivery of services.
- Establishes unit goals.
- Regulates workloads in accordance with agency goals.
- Ensures that immediate and follow-up actions for at risk clients occur in a timely manner.
- Ensures efficient and timely delivery of services.
- Directs professional staff in developing their skills, delivering quality services and documenting efforts.
- Promotes awareness of programs within the community.
- Performs other professional responsibilities as assigned by supervisor.

Core Competencies:

- Demonstrated successful leadership skills:
 - *Leading Change:* Demonstrated ability to lead change as evidenced by an ability to develop and implement an organizational vision.
 - *Leading People:* Demonstrated ability to achieve organizational objectives by creatively managing and motivating staff.
 - *Results Driven Leadership:* Demonstrated knowledge of and ability to plan, prioritize and coordinate large and complex programs.
 - *Business Acumen:* Demonstrated ability to properly utilize human capital, financial resources and information in a manner that instills public trust and accomplishes the organization's mission; demonstrated ability to take advantage of new technologies to enhance the effectiveness of decision making.
- Ability to work effectively at multiple levels of the organization and with multiple project teams.
- Excellent oral, written, presentation and interpersonal communication skills.
- Strong proficiency in the use of Microsoft Office Suite and/or standard software applications typically used in a corporate office environment.

Qualifications:

- Master's degree in a related field from an approved, accredited college or university and one (1) years of experience in a lead/supervisory role in a social services program of the Division of Family and Children Services or similar human services delivery program (child support, family/children services, juvenile justice, public health, mental health, military health care/morale, welfare and recreations, or comparable private social services agencies.)
or
- BSW (Bachelor's degree in Social Work) from an approved, accredited college or university and two (2) years of management experience at the lower level Social Services Specialist 3 (SSP0072) or position equivalent.
or
- Bachelor's degree in behavioral science from an approved accredited college or university and two (2) years of case management experience at the lower level Social Services Specialist 3 (SSP072) or position equivalent.

Preferred Qualifications:

Preference will be given to candidates who, in addition to meeting the minimum qualifications, demonstrate some or all of the following skills/experience:

- Experience/Knowledge in all social services programs, specifically with Foster Care, of the Division of Family and Children Services.
 - Master's degree in Social Work (MSW) from an accredited college or university and One year of experience in a lead/supervisory capacity in a social services program.
- or**
- Bachelor's degree in Social Work (BSW) from an accredited college or university and Two years of case management experience at the lower level Social Services Specialist 3 (SSP072) or position equivalent.

Note: *Educational achievement does not substitute for required case management experience.*

Note: Candidates selected for an interview will be expected to discuss the content of the "*Life as a Georgia Case Manager*" video. Interested applicants should refer to the **Related Links** section of <http://www.dhsjobs.org> to view this video prior to applying for the position.

Benefits:

In addition to a competitive salary, DHS offers a generous benefits package, which includes employee retirement plan; paid holidays annually; vacation and sick leave; health, dental, vision, legal, disability, accidental death and dismemberment, health and child care spending account.

Visit <http://team.georgia.gov/> for more information.

GEORGIA ON MY MIND: *It Doesn't Get Any Better Than This!*

Georgians enjoy a quality of life that would be hard to find in any area across the nation. Lower taxes and a lower cost of living enable you to do more with the money you make and maintain a higher standard of living.

Within Georgia you will find an unlimited supply of recreational and cultural opportunities. Enjoy boating, camping, fishing, golf, hiking, picnicking, swimming, tennis or just relaxing against Georgia's many scenic backdrops. Georgia is a 57,906 square-mile playground filled with natural beauty and immaculate resources. From the mountains to the coast from ballet to baseball, Georgia offers you a livability and quality of life that can help you achieve your dreams.

You're Really Going to Like Jackson County!

Jackson County is a county of communities, where persons can live the lifestyle they have always dreamed of. From farms or tree lined Victorian neighborhoods, to golf, lake or swim and tennis communities, Jackson County have it all. A world class spa and golf resort at Chateau Élan and name brand shopping at Tanger Outlets are close by. If you are a history buff seeking heritage tourism, a motorsports enthusiast or consider shopping a sport, you'll have fun in Jackson County. The population of the county is approximately 127,000. For more information on Jackson County, please visit www.jacksoncountygga.com

Criminal Background Checks/Applicant Privacy Rights

All applicants may be subject to a drug screen and may be required to submit fingerprints to check for the existence of criminal history information through the Georgia Bureau of Investigation and the Federal Bureau of Investigation. Applicants have the right to challenge the contents of any criminal history record obtained for the purpose of employment with DHS. For an explanation of these rights, please read, "Applicant Privacy Rights"

at: http://gbi.georgia.gov/sites/gbi.georgia.gov/files/related_files/document/ApplicantPrivacyRights.pdf

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification. Former DHS employees must be eligible for rehire in order to be considered for the position.

This position is subject to close at any time once a satisfactory applicant pool has been identified.

The [Georgia Department of Human Services](#) (DHS) provides a wide range of human services designed to promote self-sufficiency, safety and well-being for all Georgians. The department is one of the largest agencies in state government with an annual budget of \$1.8 billion and nearly 9,000 employees. DHS is comprised of three Divisions: the [Division of Aging Services](#), the [Division of Child Support Services](#), and the [Division of Family and Children Services](#).