



INDIAN CHILD WELFARE WORKER

COWLITZ INDIAN TRIBE
DEPARTMENT OF HUMAN RESOURCES

JOB ANNOUNCEMENT

POSITION DESCRIPTION

Title: Indian Child Welfare Worker
Schedule: Monday through Friday
Location: Tukwila, WA
Classification: Full time
Opening Date: February 24, 2017
Salary Range: \$21.00 to \$28.00 DOE
Closing Date: March 3, 2017 or until filled

Position Summary: Social workers primary function is to promote safety and well being of the child and preserving the family unit.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Provides child and family welfare services to Tribal members that have come to the attention of CPS.

Acts a primary point of contact for child abuse and neglect reports in conjunction with law enforcement.

Evaluates allegations and emergent need to ensure the safety of the children. Consults with State CPS worker to ensure the Indian Child Welfare Act is complied with.

Completes family and home assessments with regard to well-being of children and provides individual counseling to family members.

Coordinates and advocates placement and stabilization for abused or neglected children including finding Tribal relatives for placement.

Collaborates with the Child Protection Team in determining plans for open cases and at-risk families

Presents reports, case plans and recommendations to the court as determined in the Child Protection Team meetings

Refers and arranges services to support parents and work toward family reunification.

Makes referrals to the appropriate professional caregivers and agencies.

Coordinates interagency and inter-departmental client management.

Ensures implementation and compliance of designed ICW grant, including reporting and budget requirements.

Maintains accurate and timely documentation in client files.

Maintains confidentiality of client and family information, issues, and case plans.

Arranges and participates in family conferences as appropriate for client treatment.

Participates on counties LICWAC when requested.

Participate in court on behalf of the client.

Attends staff meetings and departmental functions as assigned.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Ability to solve conflict, not blaming, maintains confidentiality,

Listen to others without interrupting

Able to keep emotions under control

Exhibits objectivity and openness to others views and gives welcome feedback

Able to build morale and group commitments to goals and objectives

Follows policies and procedures

Completes administrative tasks correctly and on time

Supports affirmative action and respects diversity

Responds to management direction

Takes responsibility for own actions

Must have computer proficiency

Requirements

To perform this job successfully, an individual must have knowledge of Word Processing software

Must have a valid driver license

Must submit to and pass a criminal background check and drug screen

Education and/or Experience

Minimum BA, Masters preferred in Social Science.

Two to five years minimum work experience.

The Cowlitz Indian Tribe is an Equal Opportunity Employer, and a Drug & Alcohol-Free workplace.

Except as provided by Title 25 CFR, Section 472 which allows for Indian preference in hiring, the Cowlitz Indian Tribe does not discriminate on the basis of race, color, creed, age, sex, national origin, physical handicap, marital status, politics, or membership or non-membership in an employee organization.

Please mail resume and cover letter to:

Human Resources Department

Cowlitz Indian Tribe

P.O. Box 2547

Longview, WA 98632

