THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DSS0932917** | Date Posted: **02/28/11**

POSITION NO: 946534 | Closing Date: **03/11/11**

CLASS CODE: 3704

POSITION TITLE: **Senior Social Worker**

DEPARTMENT NAME: Division of Social Services/WNRO

DEPARTMENT NO: 93 | WORKSITE LOCATION: Kayenta, Arizona

WORKS DAYS/HOURS:
Days: M-F
Hours: 8:00am - 5:00 pm

POSITION TYPE:
Permanent: ☑
Temporary: ☐ Duration:
Part-Time: ☐ No. of Hrs/Wk: 40

GRADE: N650A

SALARY:
$ 40,081.60 Per Annum
$ 19.27 Per Hour

DUTIES AND RESPONSIBILITIES:

Conducts home visits for assessment to develop case plans and identify needs of clients for permanency. Coordinate and advocate with families' resources to ensure permanency through active efforts within 24 months. Advocate for children seeking permanency. Target population would be children in long term out-of-home care. Complete NCFAS, Genograms, Ecomaps, assess family dynamics to facilitate permanency for children in out-of-home care. Enhance family reunification by one-on-one family sessions providing life skills education, parenting, couple/spousal relationship, anger management, child rearing, discipline and communication skills. Work with families to identify adoptive or legal guardians for permanency through interviews, personal contact and research. Work one-on-one with families and children on permanency planning goals transition for children that have been in out-of-home care for over six (6) months. Case documentation in NAP format and case consultation with case manager to facilitate transition for out-of-home care. Participate in quarterly Foster Care Review Board hearings to provide updates about children in care.

Assist with intakes, on-call duties, child abuse & neglect prevention activities within the community. Delegation for supervisory duties as needed. Will collaborate with local resources, such as schools, hospitals, health facilities, state, federal and tribal entities to ensure continuity of services for clients. Prepare, maintain and submit statistical and monthly reports. Attend training, conference, monthly, quarterly general staff meetings.

QUALIFICATION REQUIREMENTS:

Education and Training:

A Bachelor's degree in Social Work (preferred) or a Master's degree in Social Work; ***(in order to receive full credit for education applicant must submit copies of transcripts, degrees, certificates, etc.)***

Experience:

Bachelors Degree and three (3) years of experience in professional social work under professional supervision; or MSW and one (1) year of professional social work experience under professional supervision.

Special Knowledge, Skills and Abilities:

Knowledge of the theories, principles and practices and techniques of the social work field, tribal codes, court system, and their publications. Knowledge of counseling and interviewing techniques, Navajo traditional customs. Skills in communicating effectively in both orally and in writing. Skills in applying professional social work principles, theories, concepts and techniques; skills in preparing clear, accurate, and comprehensive case records; skills in analyzing data and drawing valid conclusions; skills in working independently with little supervision. Knowledge of National Association of Social Workers Code of Ethics.

License/Certification Requirements:

Must possess a valid state driver's license and a vaild Navajo Nation Vehicle Operator's Permit.

VETERANS PREFERENCE APPLIES

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT. ***Revised: 1-15-99***