THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: **DSS0884287** | Date Posted: 11/07/11

POSITION NO: 931692 | Closing Date: 11/21/11

CLASS CODE: 3703

POSITION TITLE: **Principal Social Worker**

DEPARTMENT NAME: DSS-Promoting Safe and Stable Families Program

DEPARTMENT NO: 88 | WORKSITE LOCATION: Chinle, AZ

WORKS DAYS/HOURS:
Days: Monday-Friday
Hours: 8 am to 5 pm

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

GRADE: R67A

SALARY:
$ 49,067.20 Per Annum
$ 23.59 Per Hour

DUTIES AND RESPONSIBILITIES:

Maintain a caseload of ensuring services within the Promoting Safe and Stable Families, which include providing services that are family centered focused to children, families, and community based. Provide comprehensive holistic services that will enhance family preservation. Receive incoming referrals, screen and determines eligibility in accordance with applicable requirements for Family Preservation, Time Limited Reunification, and Support Services. Provide intense in-home services with counseling, therapy (individual, family, and group), parenting skill development, transportation, referral, networking and coordinating with other community services/resources. Prepare treatment plans that are strength based to promote safe, healthy and stable home environment. Conduct assessment to determine safety, family needs and crisis intervention when required. Participate in case staffing with other collateral resources and to review progress of established plans. Prepare statistics and report on a monthly and annual basis. Attend PSSF quarterly and staff meetings.

QUALIFICATION REQUIREMENTS:

Education and Training:

A Master's degree in Social Work. ***(to receive full credit for education/training applicant must submit copies of college transcripts, certificates, diplomas, etc.)***

Experience:

and three (3) years of professional social service work experience.

Special Knowledge, Skills and Abilities:

Knowledge of theories, principles, practices and techniques of the social work field; knowledge of the Navajo Nation Tribal codes, court systems and their applications; knowledge of counseling and interviewing techniques; knowledge of Navajo traditional customs; knowledge of applicable Tribal, federal, state, and local laws, ordinances, statutes, rules, regulations, policies, and procedures. Skill in communicating effectively in both oral and written forms; skill in establishing and maintaining effective interpersonal relationships; skill in preparing clear, accurate, and comprehensive case records; skill in analyzing data and drawing valid conclusions; skill in working independently with little supervision.

License/Certification Requirements:

License/Certification Requirements: (LMSW, LISW, or LCSW). Possess valid state driver's license and obtain a tribal driver's permit. Fingerprinting and Background clearances, CPR/First Aid certificates, Food Handler's Permit.

VETERANS PREFERENCE

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.