

## **Case Worker – Ohio County; Parkersburg**

**Job Summary:** This position is assigned to work in a WVDHHR office and under the direct supervision of a WVDHHR supervisor as part of that supervisor's unit. All casework supervision and training is provided by WVDHHR. The caseworker is required to meet the requirements and standards established by WVDHHR. The Caseworker manages a caseload of youth services clients as assigned. The Caseworker is an employee of Youth Services System, Inc. and is subject to all YSS policies and procedures. This employee will ensure compliance with safe work practices and maintain safe environments in compliance with established agency standards, licensing regulations and generally accepted practices.

**Pay:** \$21.56/hour; opportunities for raises available

### **Job Requirements:**

- Requires Bachelor Degree in Social Work, Psychology, Sociology, Criminal Justice or related human services field
- Requires valid Social Worker License or License eligibility; Prefers QMHP/C Certification
- Must have valid driver's license and proof of automobile insurance as required by law
- Knowledge and experience with adolescents with mental health diagnosis
- Must have reliable transportation
- Knowledge of various systems including child welfare, mental health, education, and judicial
- Excellent time management and organizing skills
- Ability to communicate effectively both verbally and written
- Experience with Electronic Medical Records Systems
- Ability to manage a caseload
- Ability to work under pressure and multitask
- Proficient and accurate documentation
- Ability to use Adobe and Microsoft software