Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT
JOB TITLE: Child Welfare Social Worker I

OPEN: February 27, 2019
EXEMPT: No
SALARY: 8 ($21.82 to $24.44 hr**)**
SHIFT: Day/Flexible
LOCATION: Child Welfare Program
DURATION: Regular Full-time

CLOSES: March 14, 2019
JOB CODE:
DIVISION: Administration
DEPARTMENT: Court Services
SUPERVISOR: Lead Social Worker
VACANCIES: 1

JOB SUMMARY: The future of the Lummi Nation depends on the wellness and education of our children, in both the western sense, and in accordance with Lummi culture. Lummi Child Welfare Social Workers are responsible for ensuring children in the care of the Nation are safe and prepared for the future.

The Child Welfare Social Worker I is responsible for providing case management services for Lummi Nation children in dependencies in Lummi Tribal Court in accordance with the Lummi Children's Code, policies & procedures of the Child Welfare Program and the Court Services Department, and Lummi custom. The role of the Child Welfare Social Worker I is an essential service to the Lummi People, so must be available outside the regular government business hours, and must exercised with sound independent judgment, integrity and confidentiality. The Child Welfare Social Worker I must successfully complete a structured orientation training process, prior to moving form Orientation status to Regular Full-Time. The Child Welfare Social Worker I duties include:

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Provide case management services for Lummi children in dependencies in accordance with Tribal Codes, Child Welfare Program policies, State and Federal Regulations, and Lummi custom and culture.
2. Child Welfare Social Workers have the primary responsibility for:
    a. Development of the child's case plan
    b. Preparing Child Protection: Reunification Reports (CPRRs) and other Court Reports
    c. Referring the child for needed services
    d. Monitoring the child's progress in all services
    e. Conducting monthly Health and Safety interviews for each child to assess their health, safety, and well-being in accordance with applicable polices, regulations and laws.
    f. Documenting and Reporting on all child's activity for case file and court purposes
    g. Development of parental service plans
    h. Monitoring parental compliance with service plans
    i. Documenting and Reporting all parental activity for case file and court purposes
3. Coordinate visitation between children and their parents/families as determined by court order.
4. Facilitate transportation and timing of visitation, and supervise if necessary.
5. Transport children and parents to appointments when necessary.
6. Complete all paperwork for DSHS and/or other agencies as required for accessing services.

7. Submit all required court documents to the legal counsel and court, at least one-week prior to scheduled court hearings.
8. Request agenda time and attend weekly Child Consultation Team (CPT) meetings, to seek recommendations and information necessary for management of assigned cases.
9. Submit annual and monthly reports to supervisor, both narrative and statistical, number and types of contacts and general view of tasks accomplished.

MINIMUM QUALIFICATIONS:

- Applicants must meet, and explain in a cover letter and resume how they meet, either of the following education and experience requirements:
    a. A) Bachelor degree in either Human Services, Social Services, Social Welfare, Community Advocates and Responsive Education in Human Services, or other Human or Social Services Degree Program accredited by the "Council on Social Work Education," with no specific experience required; *Masters in Social Work or enrolled in a MSW Program preferred*; or
    b. B) Bachelor Degree in either Early Childhood or Special Education, Psychology, Sociology, Human Development, Native American Studies, American Indian Studies and experience as a Child Welfare Social Worker
- Successful candidates must complete a structured orientation training process, under the supervision of a Social Worker II, before graduating to regular full time status.
- Must possess a valid Washington State Driver's License and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge of case management principles and practices; risk assessment and decision making; interviewing techniques; community resources; principles of individual and social development.
- Intermediate word processing computer skills required.
- Demonstrate knowledge and familiarity with Indian Child Welfare law.
- Demonstrate knowledge and ability to apply Lummi Nation Code, Chapter 8 (Children's Code) to provide services and support LCS program operations.
- Ability to work cooperatively with groups and individuals
- Ability to organize and prioritize workload
- Ability to manage a large caseload in an efficient and effective manner
- Possess excellent oral and written skills
- Ability to present clear and concise information in a courtroom setting
- Ability to work under strict timelines
- Must be punctual.

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or Control over Indian Children and is therefore subject to an extensive Criminal Background Check and FAMLINK Check and FBI fingerprinting.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: http://lnnr.lummi-nsn.gov/LummiWebsite/Website.php?PageID=376 or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.