

PARADISE OAKS YOUTH SERVICES

Job Description Facility Social Worker

EXEMPT (Y/N):	Yes
DEPARTMENT:	Clinical
REPORTS TO:	Clinical Director
PREPARED BY:	Human Resources
DATE:	February 2022
APPROVED BY:	Clinical Director

SUMMARY

The Facility Social Worker is responsible for the provision of direct social work services to residents, and serves as a treatment team leader. The position reports to the Clinical Director.

SUPERVISES

Not applicable at this time.

DUTIES AND RESPONSIBILITIES

1. Provides social work services including clinical assessments, development and implementation of treatment plans and provision of weekly individual and group therapy and family therapy as needed.
2. Serves as head of service for assigned facility and responsible for completion of all head of service documentation.
3. Quarterly maintenance of productivity at or above 65%.
4. Monthly review of individual treatment plans to assess appropriateness of treatment goals.
5. Responsible for quarterly reports, placement termination reports, behavioral progress reports, weekly progress notes and any other necessary reports.
6. Responsible for review of all behavior logs and documentation to continually assess client's appropriateness for placement.
7. Attends all weekly clinical and staff meetings.
8. Attends weekly group clinical supervision meeting with Clinical Director.
9. Provide crisis interventions as a member of the clinical on-call rotation.
10. Works collaboratively with WRAP Teams and other client support teams for continuity of services.
11. Serves as treatment liaison to school program and resident individual educational plans.
12. Provides community based service for both residential and community placed clients.

13. Performs all other tasks as instructed by the supervisor, consistent with the above duties.

QUALIFICATIONS

1. Master's degree from an accredited or state approved graduate school in one of the following areas of study: social work or social welfare, marriage, family and child counseling, child psychology, child development, counseling psychology or social psychology required; LCSW, LMFT, or LPCC. license eligibility required.
 - a. 9 semester units of course work related to children and families or 18 months experience working with children or families.
 - b. 3 semester unit working with minority populations, or 6 months working with minority populations.
 - c. 3 semester units in child welfare or 2 years' experience working in a public or private child welfare social services setting.
2. One-year experience in social service agency or residential treatment experience preferred.
3. Valid California Driver's License required; must meet agency requirements for driving a van.
4. Must be in good physical health to conduct all types of job responsibilities to include walking, bending, squatting and lifting a minimum of 25 lbs.

WORKING CONDITIONS

Work may require frequent weekend and evening work.

EXEMPT STATUS

The position is an exempt as defined under Order 5-2001, Department of Industrial Relations, Public Housekeeping Industry.

DOCUMENTATION OF HOURS

Time cards are to be completed and submitted for actual hours worked. This is an exempt position and documentation of actual hours worked is required to track hours for sick days and vacation days.

