

Council of Spanish Speaking Organizations, Inc.
705-709 North Franklin Street
Philadelphia, PA 19123
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Position Title: Family Foster Care Caseworker
Reports to: Family Services Supervisor
Work Week: 37.5 hrs/week, frequent evening work, occasional extended hours, weekends and travel may be required by business responsibilities, meetings, or by request of the Foster Care Supervisor.
Salary Range: \$29,500 – \$32,000 commensurate with education and experience plus comprehensive fringe benefits package
Provide case management services under contract from the Philadelphia Department of Human Services (DHS) to families and children at risk of abuse and neglect

Duties

- Home based delivery of services;
- Complete family assessment and record maintenance including family service plans, quarterly reports, and other required documentation;
- Attend weekly staff meetings;
- Submit performance reports as required;
- Attend training as required;
- Respond to emergencies after 5:00pm and on weekends if necessary;
- Maintain a caseload which will consist of cases of a sensitive and complex nature;
- Provide counseling to families in regard to social service needs;
- Advise clients regarding school problems, finance, recreation, church activities, and health, welfare and family relationships;
- Interact substantively with schools, clinics, hospitals, and social welfare agencies in order to collect social services information around the Philadelphia area;
- Perform other duties as assigned by the Family Foster Care Supervisor

Minimum Qualifications

- Bachelors Degree in Social Work or a Bachelors Degree plus 2 years experience in Human Services, preferably child welfare;
- Demonstrated counseling and collaboration skills are required.
- Social worker needs to develop knowledge of social work methods and how to access resources.
- Social worker should be resourceful, willing to establish and maintain good working relationships with a variety of clients, other professionals and foster parents.
- Social worker must understand the importance of confidentiality.
- Good writing and computer skills are a necessity.
- Valid driver's license required.

Must Possess FBI/Fingerprints, Child Abuse and Criminal Clearances at time of Interview

COUNCIL OF SPANISH SPEAKING ORGANIZATIONS OF PHILADELPHIA IS AN EQUAL OPPORTUNITY EMPLOYER