

## **Child Welfare Permanency Worker**

**BSSC2001-A**

Berkeley, Jefferson, Morgan, Hampshire, Hardy, Grant, Mineral

**\$41,925 - \$69,875**

### **General Description:**

This position performs adoption services in the area of child welfare services. Work demands a dedicated effort towards finding suitable adoptive homes for children navigating the complexities of the foster care system, with a goal of establishing permanency and stable family environments. These positions navigate the intricacies of the adoption process, ensuring that each step is conducted ethically, legally, and in the best interests of the child. These positions will be conducting thorough matching of prospective adoptive families with children, facilitating the placement of children in suitable homes, and working towards the establishment of permanent and loving family connections. They interact with various professional practitioners in the fields of social work, mental health, court, and the legal system. These positions require frequent travel, often using a personal vehicle, both intra- and interstate, and may involve after-hours and weekend emergencies. Perform related work as required.

### **Responsibilities may include, but are not limited to:**

- Attending, ongoing training to develop comprehensive knowledge of State and Federal social welfare laws, rules, regulations, and evolving protocols regarding child abuse and neglect.
- Conducting interviews to identify safe, permanent placement options for children that were victims of abuse or neglect by talking with and visually observing individuals and/or families.
- Assessing eligible placement candidates using established guidelines to determine if the needs of the children can be met under the current requirements.
- Act as a liaison between the agency and the court system to ensure correct policies and procedures are always being followed.
- Developing and maintaining effective communication with professionals across the respective social work, medical and judicial fields to ensure that the safety, well-being, and permanency of children is the priority.
- Attend court hearings and testifying before the court on behalf of the department.

Applicants must possess a valid WV driver's license, and reliable transportation. Applicants also must have strong communication skills, both oral and written, and maintain detailed case records and extensive documentation. Overtime hours and frequent travel may be required. Successful completion of a background check is required for employment.

OUR EEOP UTILIZATION REPORT MAY BE FOUND AT: <https://dhhr.wv.gov/vip/Pages/default.aspx>  
#DoHSJobs

**Position Number: 0511P04471**

**Minimum Qualifications**

|                              |   |
|------------------------------|---|
| <b>Education:</b>            | Bachelor's degree from an accredited college or university. |
| <b>Experience:</b>           | None.   |
| <b>Special Requirements:</b> | Valid driver's license. Accessibility to a phone.           |

**Note:** At the appointing agency's discretion, competitive applicants may receive probationary appointment pending official verification of the qualifying training, examination or certification. The qualifying training, examination or certification must be verified before the employee may be certified permanent.

**Benefits Include:**

- Paid vacation, holidays, and sick/family sick leave
- Health, dental, vision, retiree health, basic life, and supplemental life insurance
- Employee wellness programs
- Retirement
- Tuition reimbursement

The West Virginia Department Of Human Services is an Equal Opportunity employer. **This position announcement is established as of April 24th, 2024, and will remain open until May 1st, 2024.** Submit a paper application or detailed resume and any correspondence concerning this vacancy to: [OHRMOSAClassComp@wv.gov](mailto:OHRMOSAClassComp@wv.gov). **Please put BSSC2001-A in the subject line of your email.**

**Note:** Due to recent legislation, positions filled for the Department of Health Facilities and Bureau for Social Services beginning January 1, 2024, are no longer covered by the West Virginia Division of Personnel. These positions are now covered under the Office of Shared Administration Comprehensive Human Resources System.