

**FSA NEPA has an opening for the following full time position:**

**Family Preservation & Prevention Ongoing Services Caseworker**

**QUALIFICATIONS:** The position requires a Minimum of a Bachelor's degree in the Human Services/Social Work field with at least three years of direct case management services. In lieu of specified degree, comparable human service work experience will be considered. Good community networking skills, public speaking skills and written and oral communication skills required. Familiarity with personal computer word-processing and databases preferred. Must possess a valid driver's license, automobile insurance, and access to an automobile to perform program related duties. Bilingual skills preferred but not required.

**GENERAL DUTIES:** The Family Preservation & Prevention Ongoing Services provide supportive services/ case management to adolescents and their families identified by Luzerne County Children and Youth Services, who are in need of assessment, intervention, and subsequent planning. The two components of service delivery include a preventative function to support families in avoiding further involvement with the Luzerne County Children and Youth Services/ Juvenile Probation Systems, and an ongoing function to provide continued general protective services for families involved with the county agency due to truancy, behavioral health concerns, drug and alcohol issues, and/ or parent/ child conflict. Family Preservation & Prevention Ongoing Services workers will be trained in, follow, and maintain case records according to general and child protective services regulations as outlined in the Pennsylvania Code and child protective services law. Family Preservation & Prevention Ongoing Services workers are required to see all children in the family, in their homes, minimally every 30-calendar days. Family Preservation & Prevention Ongoing Services workers are expected to testify in court proceedings. Regular and predictable attendance is an essential function of this position. Under the supervision of the Family Preservation & Prevention Ongoing Services Supervisor, the Caseworker will have the following specific responsibilities:

- a) Provide in home, case management duties, including but not limited to advocacy and supportive services to clients and their families to assist in attaining a more productive adjustment to the problem or situation, in an expeditious, in-person manner. The Caseworker will maintain a caseload size dependent upon type of case.
- b) Obtain information from Luzerne County Children and Youth regarding the clients/ families and significant others, necessary for the identification of social, economic, emotional, health or physical problems, and assisting clients in obtaining a variety of services and/or treatment.
- c) Work cooperatively with other social service agencies, courts, Children and Youth, medical facilities, etc. in planning to meet the needs of clients and will assist the clients in utilizing their resources.
- d) Ensure that all documentation is completed professionally, effectively, and timely, to be reviewed by their immediate supervisor.
- e) Maintain accurate client service records, to include reporting data needed to complete the program quality assurance and outcomes reports.
- f) Maintain consistent and positive connections with contract providers and collaborate with community agencies.
- g) Be able to work non-traditional hours as needed.
- h) Transport clients on a case by case basis after discussion with program supervisor.

**Salary is \$38,000/year with benefits that start on the first day of employment. Agency pays 100% for employee premiums for dental, vision and life insurance. Choice of an HMO or PPO plan for health insurance. Plan choice determines Agency contribution towards employee premium. We also offer a 401(k) and paid sick, annual, personal days and holidays.**

**Interested individuals should submit a cover letter and resume to:**

**Janyne Gurnari, MHRM, PHR, Chief Operating Officer**

**FSA NEPA**

**31 West Market Street**

**Wilkes-Barre PA 18701**

**Fax: 570-602-3101**

Email: [jgurnari@fsanepa.org](mailto:jgurnari@fsanepa.org)

FSA NEPA is an equal opportunity employer.