



**CALHR**  
invites applications for the position of:

## **Social Worker I/II**

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<b>SALARY:</b>	\$2,710.00 - \$3,459.00 Monthly
<b>DEPARTMENT:</b>	Modoc County Department of Social Services
<b>OPENING DATE:</b>	08/21/20
<b>CLOSING DATE:</b>	Continuous

### **POSITION INFORMATION:**

Performs basic social services casework; identifies client needs for more intensive casework services and provides referrals; carries a caseload of moderately difficult cases; manages a caseload of increasingly difficult cases; and performs other related work as assigned.

Working under close supervision, Social Worker I is the entry/trainee class in the professional Social Worker series. Employees in this class are learning casework methods, procedures, policies and carry a limited non-complex social services caseload under close supervision and receive in-service training; are given close and constant supervision while learning social work principles, social service programs, basic case work methods and techniques, and departmental rules, regulations and procedures. Typical assignments are within child welfare and adult services programs; however, at the agency's discretion positions may be assigned to employment services to perform social services case work for employment services clients as required by department needs. As requisite skill and knowledge is developed, greater independence and the full scope of responsibility is exercised. Unless a position is permanently allocated to the Social Worker I level due to the nature of the work, employees are expected to advance to the Social Worker II after one year of satisfactory performance at the trainee level.

#### **SUPERVISION EXERCISED AND RECEIVED**

Incumbents in the Social Worker I/II classification receive direct supervision from a Social Worker Supervisor, or other higher-level supervisor or manager.

### **EXAMPLES OF DUTIES:**

### **MINIMUM QUALIFICATIONS:**

**Pattern 1:** Graduation from an accredited four-year college or university;

**OR**

**Pattern 2:** Successful completion of thirty (30) college semester units or forty-five (45) quarter units from an accredited college or university, including fifteen (15) semester units or twenty-two

and a half (22.5) quarter units in social welfare, social/human services, sociology, or other social or behavioral science\*;

## **AND**

One (1) year of full-time experience in the Social Service Aide, Eligibility Specialist II, Employment and Training Worker II or comparable classification; **OR** Three (3) years of full-time experience providing direct client services to disadvantaged adults or children in a private or public agency.

\*Examples of acceptable social or behavioral science courses include: anthropology, criminal justice, education, ethnic studies, history, human development, human services, law, nursing, nutrition, psychology, public health, social welfare, sociology, welfare, women's studies.

While the above requirements outline the minimum qualifications, applicants may be further evaluated for qualifications beyond those listed. Those applicants that are determined to be most highly qualified will be invited to participate in the next step of the selection process.

## **SUPPLEMENTAL INFORMATION:**

### **ADDITIONAL INFORMATION**

- The salary range for Social Worker I is \$2,710-3,459 a month.
- The salary range for Social Worker II is \$2,936-3,747 a month.
- The ability to speak, read, and write Spanish in addition to English would be an asset in this position, but is not required. Applicants for English/Spanish bilingual designated positions must take and pass the Merit System Services bilingual proficiency examination prior to appointment.
- A valid driver's license may be required at the time of appointment and employees may also be required to drive their own car, provide proof of car insurance, and a DMV clearance. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.
- Position may require pre-employment drug testing, physical and fingerprinting for a background investigation.
- This position is full-time at 37.5 hours per week.
- Government agencies accessing US government information, which include federal tax information must ensure that background investigation requirements for all agency employees and contractors that have access to federal tax information are consistent to the IRS background investigation requirements for access to federal tax information. A background check may be required if the position requires access to these types of records. Background requirements consist of three components which include, fingerprinting, citizenship verification and local law enforcement checks. State agencies must conduct investigation during time of hire and ensure a reinvestigation is conducted 10 years from the date of the previous background investigation for each employee that has access to federal tax information.

### **EXAMINATION INFORMATION**

If supplemental questions are included as a part of this job bulletin, applicants may be rated based upon their responses to the supplemental questions. If rated, only those that are determined to be highly qualified will be invited to participate in the next step of the selection process.

### **SPECIAL TESTING ARRANGEMENTS**

Special testing arrangements may be made to accommodate applicants for disability, military, or religious reasons. If you require such arrangements, please contact CalHR at [mssprogram@calhr.ca.gov](mailto:mssprogram@calhr.ca.gov) or 916-323-2785 upon notification that your application has been approved. Documentation from medical, military, school, or church officials outlining the

accommodation request must be received by our office a minimum of five business days prior to a scheduled examination.

### **ABOUT MODOC COUNTY**

Modoc County is a geographically diverse area in the northeastern corner of California, and borders both Oregon and Nevada. The City of Alturas is the county seat and the only incorporated city in the County. Federal land comprises much of Modoc County, with employees from the US Forest Service, Bureau of Land Management, National Park Service, Bureau of Indian Affairs and the US Fish and Wildlife Service assigned there. These federal operations account for a significant part of the County's economy. Modoc County is home to the Medicine Lake Highlands, which is the largest shield volcano on the US West Coast. You'll also find areas of lava flows, cinder cones, juniper flats, pine forests, and seasonal lakes, nearly one million acres of the Modoc National Forest, as well as hot springs and lava caves, which are common to the area, and geothermal energy resources.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<https://www.governmentjobs.com/careers/mss>

Position #MSS01486  
SOCIAL WORKER I/II  
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916-323-2360

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