



Child Protective Services Specialist V

Salary Group: B19

Class Code: 5027

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
CHILD PROTECTIVE SERVICES SPECIALIST I	5023	B15	\$32,976 - \$52,045
CHILD PROTECTIVE SERVICES SPECIALIST II	5024	B16	\$34,918 - \$55,130
CHILD PROTECTIVE SERVICES SPECIALIST III	5025	B17	\$36,976 - \$58,399
CHILD PROTECTIVE SERVICES SPECIALIST IV	5026	B18	\$39,521 - \$64,449
CHILD PROTECTIVE SERVICES SPECIALIST V	5027	B19	\$42,244 - \$68,960

GENERAL DESCRIPTION

Performs advanced (senior-level) child protective services work. Work involves investigating and analyzing protective services problems, taking corrective action for children, and monitoring and evaluating casework activities. May supervise the work of others. Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Monitors and evaluates protective services and casework activities.

Monitors and reviews child adoption or foster home studies.

Coordinates the investigation of reports alleging illegal child care and/or standards violations in licensed and registered child care facilities, and documents findings.

Provides consultative services and technical assistance on protective services.

Approves the movement of children into or out of placement.

Conducts special projects to define program issues.

Conducts specialized investigations of reports of alleged abuse, neglect, or exploitation of children; investigates emergency situations; and takes corrective action.

Reviews referrals and makes case assignments.

Instructs staff on work methods, organizational procedures, and case documentation techniques.

Develops community resources and participates in community awareness activities.

Develops policies, procedures, and standards.

Gathers and interprets statistics, and prepares statistical and special reports for management.

Testifies in court.

May supervise the work of others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in social work. Graduation from an accredited four-year college or university with major coursework in social work, counseling, early childhood education, psychology, criminal justice, elementary or secondary education, or a related field is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of the laws and regulations related to child care, abuse, and neglect; of child development principles and theories and of family dynamics; of community social services resources; of the laws and regulations related to child protective services; and of crisis intervention techniques and skills.

Skill in interviewing.

Ability to conduct investigations; to develop client programs; to evaluate living conditions; to prepare reports; to testify in court; to develop community resources; to develop policies, procedures, and standards; to communicate effectively; and to supervise the work of others.