

OFFICE OF THE CHILD ADVOCATE
Office of Governmental Accountability
JOB OPPORTUNITY
ASSISTANT CHILD ADVOCATE (JOB CLASS 0957) PCN 112189

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: The Public
Location: 999 Asylum Avenue, Hartford, CT Refer to www.ct.gov/oca for a description of the Office
Hours: 40 per week Full Time
Salary: MP-62 \$77,172 - \$105,224 annual (new hires to State service start at \$77,172 annual)
Closing Date: November 2, 2015 Must be received no later than 5 pm

The Office of the Child Advocate seeks a compassionate, inquisitive professional with expertise in children's mental health and mental health delivery systems to evaluate statewide mental health programs for children and to manage the functions that ensure the legal and civil rights of children, especially those who are deemed to be at-risk.

Required General Experience:

Eight (8) years of professional experience in the field of child welfare, children's mental health, children's protective services, foster services or adoption.

Substitutions Allowed: College training may be substituted for the General Experience on the basis of fifteen (15) semester hours to equal one half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree. A Master's degree in social work, public policy or a closely related field may be substituted for one (1) additional year of the General Experience. Closely related fields are child development, child welfare, psychology, counseling, criminal justice, human development and family relations, social and/or human services, marriage and family therapy, nursing, education and public administration.

Special Experience:

Two (2) years of the General Experience must have been in a consultative or supervisory capacity.

Minimum Qualifications Required Knowledge, Skill and Ability:

Considerable knowledge of relevant State and Federal laws, statutes and regulations; considerable knowledge of child welfare systems; considerable knowledge of mental health and behavioral challenges facing children and youth; considerable knowledge of factors which influence attitudes and behaviors of individuals and families; knowledge of and ability to apply management principles and techniques; knowledge of research methods and principles; considerable interpersonal, oral and written communication skills; ability to utilize Microsoft® Office software and database programs.

Example of Duties

Monitor and evaluate private and public agencies, including State agencies, that are charged with protecting and serving children; develop and implement prevention and/or advocacy strategies; develop and implement operational objectives; conduct investigations and periodic reviews; develop plans for monitoring and investigating based on best practices, law, regulations and/or federal and state accreditation standards; oversee the preparation and maintenance of records, reports and correspondences; share investigatory/review findings and recommendations with agencies and others as indicated; develop or assist in the development of legislative testimony, regulatory, policy and/or practice initiatives; collect and analyze programmatic data to ensure optimal tracking of trends and outcomes; prepare reports and correspondences; participate in activities to educate and inform the public of laws and services that affect children and families; act as a liaison with local and national institutions and organizations; other relevant duties as assigned.

Application Instructions:

Qualified candidates must submit a cover letter, describing your suitability for the position, your resume and the required CT-HR-12 State Employees Application, available online at http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf to:
OFFICE OF GOVERNMENTAL ACCOUNTABILITY--Human Resources Department
18-20 Trinity St. 5th Floor, Hartford, CT 06106

Preferred method of submission: by secure Fax to 860-622-4927 OR attached to e-mail sent to OGA.HR@ct.gov. Refer to PCN 112189.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.