

**Department of Children and Families**

**JOB OPPORTUNITY**

**Lead Children Services Worker**

**Full-time (80 hours bi-weekly)**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** DCF Employees Only

**Location:** Albert J. Solnit Children's Center - North Campus

**Job Posting No:** VB44277N

**Hours:** 1<sup>st</sup> shift (7:00 am - 3:30 pm) Week 1: Friday & Monday off and Week 2: Saturday & Sunday off

**Salary:** \$55,725.00 - \$73,953.00

**Closing Date:** 03/26/2014

**Example of Duties:** The Department of Children and Families currently has a vacancy for a Lead Children Services Worker at the Albert J. Solnit Children's Center - North Campus in East Windsor, CT. Qualified applicants must either have permanent status in this classification or be on the current DAS exam list for Lead Children Services Worker at the time of application. Duties include but are not limited to leading a shift, coaching Children Service Workers and managing crisis, directs the supervision of residents through CSW assignments and provides monthly supervisions to CSW staff, ensures the proper implementation of the therapeutic milieu, its models and schedule as well as behavioral and crisis plans, ensures completion of documentation including milieu notes and treatment team reports, administration of medication and performing basic first-aid. Preferred applicants will have knowledge, experience and application of Dialectic Behavioral Therapy.

**Eligibility Requirement:** Candidates must have applied for and passed the Lead Children Services Worker exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. DCF employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.

**Knowledge, Skills and Abilities:** Considerable knowledge of general procedures concerning routine functioning of institution; considerable knowledge of problems of adolescents and influences of environment; knowledge of security procedures regarding contraband and runaway searches, etc.; knowledge of disciplinary techniques and guidelines for use; knowledge of how to transport clients in a controlled and safe way; knowledge of fire safety procedures; knowledge of principles and practices of family therapy; knowledge of basic first aid techniques and materials; considerable interpersonal skills; ability to assess situations and use good judgment; ability to lead staff; ability to efficiently organize time, manage work and coordinate programs.

**General Experience:** Two (2) years of experience as a Children Services Worker.

**Substitution Allowed:** 1. A Bachelor's degree in health, human services or mental health may be substituted for one (1) year of the General Experience. 2. Three (3) years of technical experience in the care of residents in an institution or facility for emotionally disturbed or delinquent children at the level of Children Services Worker including utilization of therapy techniques to achieve behavioral change.

**Working Conditions:** Incumbents in this class may be required to lift or restrain residents and may have significant exposure to risk of injury from assaultive and/or abusive residents.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Current DCF employees having permanent status in this classification must submit an 1199 Lateral Transfer Request form. All others must submit a CT-HR-12 (State application), resume, letter of intent, three (3) letters of supervisory reference, original transcripts and a copy of any license or certification required to the address indicated; state employees must submit their two most recent performance appraisals in lieu of references. Please specify the posting number on all application materials. Incomplete application packets will not be considered.

**Albert J. Solnit Children's Center - South Campus**

**Attn: Jasmyn Raymond - Human Resources**

**915 River Road**

**Middletown, CT 06457**

**Fax: 860-707-1962**

**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.