

Ute Indian Tribe
Social Services
Child Protection Specialist

DESCRIPTION OF WORK

General Statement of Duties: Child Protective Specialists respond directly to reports of child abuse and/or neglect. Using investigatory and social work skills, they partner with families and various agencies to ensure the safety and well-being of children within the Ute Tribe.

Supervision Received: Works under direct supervision of the Social Services Director.

Supervision Exercised: None.

EXAMPLES OF DUTIES (Examples may include but are not limited to the following):

- Complete out-of office visits to investigate allegations of abuse and/or neglect.
- Conduct interviews with children to determine safety of child(ren).
- Interview family members and a broad range of contacts to assess child safety.
- Assess the risk of future abuse and/or neglect of children in the household.
- Coordinate a team of family members, staff and service providers to evaluate safety and identify interventions that can reduce risks for children.
- Remove child(ren) into protective custody or foster care, when appropriate.
- Maintain accurate and timely records of case information.
- File petitions and testify in court and other legal proceedings.
- Maintain communication with social services staff regarding status of referrals.
- Attend trainings to improve skills with interviewing, case work, etc.
- Supervise family visits, as needed.

MINIMUM QUALIFICATIONS

Required Knowledge, Skills and Abilities: Knowledge of Child Abuse investigation protocols. Ability to communicate effectively verbally and in writing. Ability to establish and maintain effective working relationships with employees, other departments, agencies and the public.

Education and Experience: Bachelor's degree in Social Work or related field. One year CPS investigation experience. Ⓟ