

Ute Indian Tribe
Social Services
Social Worker

DESCRIPTION OF WORK

General Statement of Duties: Social Worker will assist families and adults in the creation of their treatment plan to create safe and stable lives for families and adults. Using 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):

- Collect intake information on clients
- Conduct assessments to create treatment plan
- Maintain accurate and timely records of case management files, which include intake information, assessment data, current contract record, current child custodian and recommended future guardianship information
- Monthly visits to determine safety, care and support to obtain goals listed in treatment plan
- Provide clients with support to access services through various agencies
- Conduct home visits to maintain support and safety of children
- Coordinate and maintain a group of family members, staff and service providers to evaluate safety and identify interventions that can reduce risks for children.
- File petitions and testify in court and other legal proceedings, when needed.
- Maintain communication with social services staff
- Attend trainings to improve skills with case work, etc.
- Supervise family visits, as needed.

MINIMUM QUALIFICATIONS

Required Knowledge, Skills and Abilities: Knowledge of Social Work best practices. 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.