



# Child Welfare Case Manager Supervisor (IFST)

If you are interested in applying for this position, submit your cover letter and resume to Brianna Sylvain, via email to Missie Irby at [missie.irby@cnhc.org](mailto:missie.irby@cnhc.org)

- Children's Network of Hillsborough, LLC does not discriminate based on age, race, national origin, gender, religion, veteran status, or disability in employment, in provision of services, or in access to programs
- Children's Network of CNH is an Equal Opportunity Employer, Drug Free Workplace
- Children's Network is an E-Verify Participant; Pre-Hire background checks are mandatory

### **General Purpose of Position (Full job description will be provided upon interview)**

To manage the daily operations of an Intensive Family Services Dependency Case Management (IFST) staff, which serve children and families through early engagement intensive case management while partnering with the Department of Children and Families protective investigator. The professional will ensure the IFST team focuses on improving the social and behavioral functioning of the family to maximize protective capacity of the parents and over all well-being of the children. The purpose is to support and supervise assessment, coordination, and delivery of identified services and treatment. Additionally, they will be required to review family assessments and ongoing documentation as well as participate in staffings to ensure parental progress and to maintain child safety and well-being.

### **MINIMUM REQUIREMENTS**

#### **Education / Experience / Certification**

- ◆ Bachelor's degree from a four (4) year accredited college or university in Human Services or other related field; **Official transcripts are a mandatory requirement**
- ◆ Current Child Welfare Certification or eligibility upon hire
- ◆ A minimum of two (2) years of experience in child welfare
- ◆ Prior supervisory experience is preferred
- ◆ Must have a working knowledge of community services in our local 5 county area
- ◆ Must have knowledge of child welfare processes and rules and be able to use Florida Safe Families Network
- ◆ Excellent organizational, communication, computer, and problem-solving skills are a must
- ◆ Must have the ability to establish and maintain positive working relationships

#### **Essential Duties and Responsibilities**

- ◆ Assign cases and related duties to staff and oversee service delivery
- ◆ Evaluate, coordinate, and ensure necessary services and/or treatment are provided to achieve the goal of Reunification. Ensure assessments are completed timely; referrals are completed timely, and assists case managers to ensure families access services timely
- ◆ Additional Essential Duties are on the full job description

#### **Certificates, License, Registrations, background checks, drug screens**

- Current Child Welfare Certification
- Valid driver's license required, and clean driver's license check is required, with proof of insurance
- Drug Screening is required
- E-Verify (US Citizenship Verification) is required
- Criminal background screening mandatory (local law enforcement and FBI/FDLE)

**If you are currently an employee of Children's Network of Hillsborough, LLC, or one of our Case Management Organizations, it is necessary that you notify your current Supervisor, prior to applying**