

JOB POSTING

Department:	Monroe County Children & Youth Services
Organization:	Monroe County Children & Youth Services/CPS/Intake/Ongoing/Permanency /Units
Job Code / Title:	L0623 County Caseworker I and /or L0624 County Caseworker II
Position Number:	
County:	Monroe
Headquarter City/Address: (Work Location)	730 Phillips Street Stroudsburg, PA 18360
Type of Job:	Civil Service - IF NOT A CURRENT OR FORMER CIVIL SERVICE EMPLOYEE APPLY AT www.employment.pa.gov If not posted at the time you must sign up for alerts to be notified of future postings. Please contact Donna Ace at dace@monroecountypa.gov for further assistance.
Union:	PSSU
Bargaining Unit:	SEIU PSSU Local 668
Seniority Position:	Yes
Type Position:	Full-Time
Salary Range:	CW I \$36,879.04 to \$69,681.70 CWII \$43,803.95 to \$79,776.25
Pay Range & Step:	33 and / or 35
Posting Length:	
Posting Dates:	10-02-2023 Post Until Filled
Contact Name / Number:	
Additional Information:	Work hours are 8:30 a.m. to 5:00 p.m. Monday - Friday (75 hrs bi-weekly). Travel, Overtime & After hours may be required.
Job Description:	See attached
Last Date Job Applications Will Be Accepted:	Until All Positions Filled

RECRUITMENT METHODS:

Applicants must meet one (or more) of the following methods(s) to be considered for this vacancy:

- Civil Service Lists
- Promotion Without Examination
- Transfer
- Reassignment
- Voluntary Demotion
- Reinstatement

ELIGIBILITY – ALL CANDIDATE(S):

1. Must meet the minimum experience and training (METs) required for the job. The METs for this position are:

CW 1 Minimum Experience and Training: A bachelor's degree which includes or is supplemented by successful completion of 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences;

or

Two years of experience as a County Social Services Aide 3 and two years of college level course work which includes 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences;

or

Any equivalent combination of experience and training which includes 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences

and one year of experience as a County Social Services Aide 3 or in a similar position performing paraprofessional case management functions.

CW 2 Minimum Experience and Training: Six months of experience as a County Caseworker 1;

or

Successful completion of the County Social Casework Intern program;

or

A bachelor's degree with a social welfare major;

or

A bachelor's degree which includes or is supplemented by 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences and one year of professional social casework experience in a public or private social services agency;

or

Any equivalent combination of experience and training which includes 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences.

2. State Civil Service Commission Approved Additional Special Requirements: None
3. Must be a resident of Pennsylvania.
4. Must be eligible for selection in accordance with Civil Service rules.

ELIGIBILITY – COMPETITIVE PROMOTION WITHOUT EXAMINATION ONLY:

CLASS RESTRICTIONS

1. Have held regular civil service status in one of the following classifications:
 - County Caseworker 1 for CW 2
 - For any other classifications, a determination will be made to whether a logical occupational functional or career development relationship exists with the posted position and/or whether there is a clear linkage between the required knowledge, skills and abilities with those needed for the posted position.

SELECTION CRITERIA

2. Meet the minimum experience and training required for the job.
3. Meritorious service; defined as (a) the absence of any discipline above the level of written reprimand during the 12 months preceding the closing date of the posting, and (b) the last due overall regular or probationary performance evaluation was higher than unsatisfactory or fails to meet.
4. Seniority, defined in Union Contract by the posting closing date.

APPLICATION INSTRUCTIONS

5. Interested qualified applicants **must** submit all requested materials as specified in the "How To Apply Section". **Failure to comply with the above application requirements will eliminate**

you from consideration for this position. Send completed application materials to the address listed in "How To Apply" section.

6. Additional information may be obtained by calling: Donna Ace 570-420-3590 ext. 3259

This section is issued for compliance with Management Directive 580.19, Promotion in the Classified Service without Examination.

HOW TO APPLY – ALL CANDIDATES:

Apply at

www.employmentpa.gov / open jobs / County Caseworker I & County Caseworker II as they are posted on the site and/or sign up for notifications when they are posted for Monroe County.

If you are contacted for an interview and need accommodations for the interview due to a disability, please advise the interviewer of the accommodations you require well in advance of the scheduled date.

If interested in applying, please submit your letter of interest to:

Donna Ace dace@monroecountypa.gov 570-420-3590 ext. 3259
730 Phillips Street
Stroudsburg, PA 18360

Monroe County Children and Youth Services IS AN EQUAL OPPORTUNITY & AFFIRMATIVE ACTION EMPLOYER.