City of New York
DEPT. OF HOMELESS SERVICES
Job Vacancy Notice

Civil Service Title: Social Worker	**Level:** N/A
Title Code No: 52613	**Salary:** $46,163.00/$53,088.00 -$65,635.00 **Frequency: ANNUAL**
Office Title: Social Worker	**Work location:** 33 Beaver Street MANHATTAN, NY 10004
Division/Work Unit: Family Services/Deputy Commissioner for Family Programs	**Number of Positions:** 1
Hours/Shift: Mon.-Fri.: 9:00am-5:00pm	**Agency Tracking #:** 3115 **POSITION#: 3789**

Job Description

The NYC Department of Homeless Services (DHS) seeks 1 licensed master's level Social Worker as part of the Clinical Services Unit to work within the Division of Family Services / Office of Strategic Planning.

Under the direction of the Director of Clinical Services, Clinical Services Unit Social Worker will coordinate with the Division of Family Services and shelter providers through Team Conferencing, clinical assessment and intervention, as well as coaching, consultation, and training to support families in shelter with the goal of providing a safe, healthy and supportive environment for themselves and their children.

With families, Clinical Services Unit Social Worker will identify service planning, interventions and strategies to assist the family in desired outcomes and expectations for the parents and children.

This position require extensive field work, and the Social Worker will be expected to meet with families in their units.

Under general supervision and with wide latitude for independent action Clinical Services Unit Social Worker will function in the following capacity:

•Interview children and parents in shelter to complete an assessment and to determine an appropriate plan of action;
•Prepare children and parents to accept services;
•Make referrals, when appropriate, to governmental or not-for-profit agencies;
•Report suspected cases of child abuse or neglect to the New York State Central Register;
•Provide direct counseling services and/or outreach services; make referrals to other public agencies or community resources as needed;
•Confer and consult with professional and technical personnel in implementing a multidisciplinary approach to client care and well-being;
•Serve as agency/program liaison to community agencies and/or groups;
•Provide clear written reports that capture key findings to include provider areas of strength and recommendations for improvement;
•Provide clear written reports that capture family assessment findings and recommendations;
•Complete all documentation in a timely way;
•Prioritize and visit the highest risk cases of child welfare involved families who are in shelter to coordinate safety planning efforts for children in these households; and,
•Conduct immediate shelter visits to meet with clients at locations where DHS has assessed the highest need.

Qualification Requirements

1. A Master's Degree in Social Work from an accredited school of social work.
Certification/License Requirements
For those who receive certification before September 1, 2004: A valid Certified Social Worker (CSW) certificate issued by the New York State Department of Education is required.
For those who receive certification after September 1, 2004: A valid Licensed Master Social Worker (LMSW) or Licensed Clinical Social Worker (LCSW) must be obtained within one year of the date of appointment. Employees who fail to obtain their LCSW or LMSW within one year after appointment will automatically have their probationary periods extended for no more than six months. Failure to obtain the LCSW or LMSW by the end of 18 months of service will result in dismissal.

Preferred Skills

N/A

Residency Requirement

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

To Apply:

For City Employees, please go to Employee Self Service (ESS), click on Recruiting Activities/Careers.

For all other applicants, please go to the NYC Careers website.

Most public libraries have computers available for use.

No phone calls, faxes, emails and personal inquiries permitted.

Post Date: 7/14/2016	**Post Until:** 7/28/2016	**JVN:** 071-2017-247543

The City of New York is an Equal Opportunity Employer.