

**INFORM
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CHILDREN'S LAW CENTER OF MINNESOTA

450 Syndicate Street N., Ste. 315, St. Paul, MN 55104-4106 phone: 651.644.4438 fax: 651.646.4404. www.CLCmn.org

SOCIAL WORKER JOB DESCRIPTION

ORGANIZATION: Children's Law Center of Minnesota

CATEGORY: Social Work/Human Services

ORGANIZATION SUMMARY:

Children's Law Center of Minnesota (CLC) is a nonprofit organization that promotes the rights and interests of Minnesota's children in the judicial, child welfare, healthcare, and education systems. CLC uses a multi-disciplinary team, combining staff and volunteer lawyers and social workers, to represent children in Minnesota's child protection system (foster care). With the help of 250 volunteer lawyers, CLC represents 400 foster children annually, primarily in the Twin Cities metropolitan area.

WEB SITE: www.clcmn.org

JOB TITLE: Staff Social Worker

JOB LOCATION: St. Paul, MN

TYPE: Part time/25-28 hours/ week

DEADLINE: February 6, 2012

PRIMARY DUTIES AND RESPONSIBILITIES:

CLC seeks a licensed Minnesota social worker to be part of its multidisciplinary team to represent children in foster care. The social worker works with staff and volunteer lawyers to represent children in court. The social worker's role in the representation includes reviewing new client files; outlining placement, permanency, education, health and other issues and concerns for the lawyer's attention; and meeting with child clients and volunteer lawyers. The social worker is responsible for ensuring client summaries are performed and relevant issues flagged for the lawyers; responding to lawyers' requests for information, assistance or advice on the issues noted above; working with lawyers on social work matters for their clients; and responding to telephone requests for assistance or information. In addition, the social worker will assist with CLC training and education programs, stay abreast of community programs and services relevant to foster children, and help CLC proactively address trends in child protection and social work issues.

EXPERIENCE AND QUALIFICATION REQUIREMENT:

- i Social work degree, a masters' degree in social work preferred.
- i At least 5 years of demonstrated experience working directly with children and adults in Minnesota's child protection and public adoption system.
- i Demonstrated experience with permanency planning for foster children, including a solid understanding of the multiple paths to permanency available under Minnesota law, as well as best practices and trends in permanency planning nationally.
- i Demonstrated experience assessing the range of out-of-home placement options available for Minnesota children, and experience in effective individual placement and treatment planning.
- i Knowledge and experience with family finding, kinship searches, file mining, child specific recruitment, child engagement, and other strategies for achieving permanency for foster children.
- i Knowledge of and experience with child welfare issues under the Indian Child Welfare Act.
- i Comfortable with, and effective at, communicating with a diverse population of children, primarily ages 8-20, that have experienced disruption and trauma.
- i Effective at team-building with all players in the child welfare system, including foster parents, county social workers, guardians ad litem, parents and kin, therapists, educators, and others.
- i Knowledge of, and experience with, researching and assessing options for foster children in the areas of placement, education, and medical and mental health care.
- i Ability to communicate effectively, both orally and in writing, with all types of professionals.
- i Good organizational skills.

ADDITIONAL INFORMATION

Non Discrimination Policy: CLC does not discriminate against applicants or employees based on sex, race, color, creed, religion, national origin, marital status, status with respect to public assistance, sexual orientation, age, disability, membership or activity in a local commission, or any other characteristic protected by applicable law. This equal employment opportunity policy applies to hiring and to all aspects of the employment relationship.

CLC also does not discriminate based on national origin or citizenship in complying with federal immigration laws.

TO APPLY: Please send a cover letter and resume to CLC Office Manager Jessica Passaro at 450 Syndicate St. N., Ste 315, St. Paul, MN 55104 or by e-mail to info@clcmn.org.