VACANCY ANNOUNCEMENT

POSITION TITLE:  ADULT AND CHILD PROTECTION SERVICE INVESTIGATOR

SUPERVISOR:      HEALTH CLINIC DIRECTOR

OPEN:    FEBRUARY 11, 2020   CLOSES:  FEBRUARY 24, 2020

SALARY:   $40.00 HOURLY UP TO 20 HOURS WEEKLY

REPRESENTATIVE DUTIES INCLUDE:  The Adult (APS) and Child Protection Service (CPS) Investigator will investigate all referrals regarding adult and child abuse, neglect, self-neglect, abandonment and exploitation. The investigator will make a determination whether the investigation should go to court and open a case or if preventative/support services are to be implemented before determining if necessary, to involve the court. This position will receive referral from Tribal Court, Indian Child Welfare, Family Services, Health Clinic, Public Safety and other Skokomish departments and programs. Referrals are excepted 24 hours per day, every day of the year. An APS/CPS investigation includes interviewing and gathering information to see if abuse or neglect happened and if intervention is necessary. The investigator considers both risk and safety issues, and may recommend services for the child and family to reduce the risk of further abuse or neglect.

MINIMUM QUALIFICATIONS:

1. Masters in Social Work, Bachelor’s Degree with two (2) years of relevant work experience or an Associate’s degree plus five (5) years relevant work experience.
2. Must have working knowledge to create and develop a logic model in accordance with Adult Victims of Crime grant requirements (data collection).
3. Candidate must have a valid driver’s license and be eligible for the Tribe’s automobile insurance.
4. Candidate must have an understanding of and sensitivity to the particular problems faced by the Native American community.
5. Must be able to work in a team environment.
6. The selected candidate must successfully complete a pre-employment drug screen test, and a complete background investigation, including relevant criminal history, prior to employment.

Behavioral Standards:  Respectful, courteous, and friendly to customers, other tribal employees, and tribal leaders. A team player that helps the organization meet its objectives. Takes initiative to meet work objectives. Effective communications with customers and other tribal employees. Gets along with co-workers and managers. Positively represents the tribe maintaining the trust Skokomish residents have place in each of us. Demonstrates honesty and ethical behavior.

This position is at will and does not create a contractual relationship between the tribe and the employee.

5 MUST RECEIVE APPLICATIONS:  5:00 pm February 24, 2020, The Skokomish Tribe’s Policies and Procedures apply to this position, including Indian Preference, Confidentiality and Drug-Free Workplace. Contact the Personnel Office for a full job description and information on this position or the Skokomish Indian Tribe’s policies.

Reviewed and approved     CEO Initial: _____ Date: ______

2/14/2020