

How to Apply

Applicants with internet access are encouraged to apply on line. Log onto <http://www.mss.ca.gov> and apply as instructed. Applicants who do not have internet access must complete and submit a separate MSS application form (IMS-9).

Structured Interview:

Tentatively scheduled for the week of
March 2, 2009

Application materials must be mailed to the following address by the application deadline. **Postmarks are not accepted.**

Merit System Services
241 Lathrop Way
Sacramento, CA 95815

Merit System Services, a division of CPS Human Resource Services, is under contract with the California State Personnel Board to provide comprehensive personnel related services to California county social services department.

Applications and additional copies of this announcement may be obtained by telephoning Merit System Services at (916) 263-3614; or you can visit our web site at www.mss.ca.gov

EQUAL OPPORTUNITY EMPLOYER

Merit System Services

Invites Applications for

Social Worker Supervisor II



Inyo County

Department of Health & Human Services

Monthly Salary: \$4,415—\$5,365

Job Location: Bishop, California

Application Deadline: February 13, 2009

The Position

Under general direction from the Program Manager, the Social Worker Supervisor II plans, organizes, and directs the work of social service staff providing advanced social services to a wide range of adult services programs. Incumbents supervise a unit of caseworkers in specific programs identified as having a high proportion of complex and sensitive casework needs in programs that require extensive casework knowledge. Duties may include, but are not limited to: planning, assigning, directing, and reviewing the work of employees providing adult social services program casework such as linkages and adult protective services; assisting in the development of community resources for all programs; assisting and participating in the development of in-service training and staff development programs; evaluating the effectiveness of policies and procedures; representing the social services department at conferences and addressing community groups; evaluating the performance of personnel and taking or recommending appropriate courses of action; authorizing the provision of social services through the department, providing services, and making referrals to other agency staff and community agencies; reviewing and interpreting regulations, rules, policies, and programs; may perform full time in-service training and staff development duties; and performing related duties as assigned.



Minimum Qualifications

While the following requirements outline the minimum qualifications, the department reserves the right to select applicants for further consideration who demonstrate the best qualifications match for the job. Meeting the minimum qualifications does not guarantee an invitation to the test.

One (1) year of full-time experience performing duties comparable to the Social Worker III or Social Worker IV classification;

AND

A Master's degree in social work **OR** a Master's degree from a two (2) year counseling program.

[Qualifying master's degrees from a two - year counseling program are those that included an internship or supervised fieldwork (minimum of 900 hours) and completion of approximately 45 semester or 67 quarter units of graduate level courses with emphasis in vocational rehabilitation, family or marriage counseling, gerontology, or a closely related field. Completion of all of the requirements for a Marriage and Family Therapy (MFT) license program may be substituted upon submission of verifying proof.]

Additional Information

A valid driver's license may be required at the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.

Current and future vacancies will be filled contingent upon continued funding; should funding cease, position will be eliminated.