



EMPLOYMENT OPPORTUNITY

FACILITATOR SUPERVISOR (FAMILY SOLUTIONS-WRAPAROUND)

SALARY AND BENEFITS

\$24.21-\$29.18 per hour, plus benefits

FILING DEADLINE

5:00 p.m. June 29, 2020

DUTIES AND RESPONSIBILITIES

The Facilities Supervisor (Family Solutions-Wraparound) under direction from the Community Social Services Director or designee, manages the functioning of service delivery teams, which provides youth who have complex needs with a wide array of community-based youth and family support services. These services may include child and family team planning, highly individualized interventions, resource acquisition, case management and linkage, and interagency collaboration. The major duties of the job include:

- Supervise the delivery of wraparound services and ensure that documentation and case records are developed and maintained in accordance with Senate Bill 163 (Chapter 795, Statutes of 1997) wraparound standards and All County Information Notice I-52-15, updated wraparound standards.
- Provide coaching, training, supervision, and performance management of program staff.
- Monitor and control the referral and intake process while maintaining high quality service delivery.
- Provide direct wraparound services, as needed, to ensure program and service delivery continuity.
- Facilitate the development of individualized plans for each youth/family that includes clear needs statements, strength-based strategies, and outcomes that are measurable and specific.
- Work with child and family teams to develop plans to ensure the safety of the child, family, and community.
- Coordinate and facilitate ongoing child and family team meetings.
- Continuously reassesses the needs of the youth and family with the team and modify the plans, as needed.
- Keep the family and team members informed on progress toward achieving plans goals.
- Maintain an empathic, professional, relationship with youth and families and strive to keep families engaged in all services.
- Motivate and support family involvement on the identification and inclusion of informal supports.
- Facilitate youth and family efforts to obtain any financial assistance or services for which they may be eligible under federal, state, and local programs.
- Maintain accurate and concise documentation of contracts with family, team members, and providers.
- Monitor the provision and quality of services provided to the family through the team and is the liaison when new services/resources need to be added and/or deleted.
- Monitor service utilization, review reports and plans, and provide feedback to applicable parties.
- Create and maintain consistent communication channels, both verbal and written, between several parties (i.e. care coordinators, parent and youth partners, and collaborating and service agencies).
- Provide information and referral assistance regarding available support from appropriate social services agencies and/or community programs.
- Provide pro-active visits to ensure stability and further progress toward self-sufficiency; this includes support, advocacy, reducing isolation, listening, problem solving, and identification of resources.
- Actively participate in staff meetings and trainings.
- Prepare case-related reports including outcomes, success, and challenges.
- Maintain complete and accurate documentation of service objectives and outcomes, as well as other services in accordance with Federal, State, and local guidelines.
- Gather and assess statistical data and report information to appropriate agencies.

- Assist in the dissemination of information about Department operations to promote general knowledge of community social services to the community; interpret local concerns, needs, and objectives.
- Network with other agencies, coalitions, and local community meetings.
- Make presentations to the Board of Supervisors, developers, professional organizations, community groups, and outside agencies.
- Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Education: Equivalent to a Bachelor’s degree from an accredited college or university with major course work in social services, social work, or a related field; or an acceptable combination of experience and education that would demonstrate required knowledge and abilities

Experience: Two years of increasingly responsible professional experience in social services, case management, care coordination and working with the target population; or an acceptable combination of experience and education that would demonstrate required knowledge and abilities

License: Possession of or ability to obtain a valid California driver’s license.

SELECTION PROCESS

Application materials will be reviewed, and the best-qualified applicants will be invited to Susanville to participate in interviews.

HOW TO APPLY

An application may be obtained from the Personnel Office listed below or by visiting our website at <http://www.co.lassen.ca.us>. It is your responsibility to provide specific, accurate and complete information describing how you meet the minimum qualifications. Qualified applicants are invited to submit an official Lassen County application to:

Lassen County Personnel Department
221 South Roop Street
Susanville, California 96130

☎ (530) 251-8320 ☎

Opened June 18, 2020

🔊 GENERAL INFORMATION 🔊

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted post-conditional offer of employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

This bulletin is solely for the purpose of announcing a job opening. It does not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revised without notice.