



EMPLOYMENT OPPORTUNITY

FACILITATOR I/II (FAMILY SOLUTIONS-WRAPAROUND)

SALARY AND BENEFITS

Level I: \$24.18-\$31.95 per hour, plus benefits

Level II: \$26.52-\$35.08 per hour, plus benefits

FILING DEADLINE

Open until filled. **First Review Date: March 16, 2023**

DUTIES AND RESPONSIBILITIES

Coordinates the development of Child and Family Teams (CFT), maximizing the involvement of natural team members and system partners, for youth who have complex needs. Facilitators guides the CFT through the four phases of the Wraparound Process (Engagement, Development/Planning, Implementation, and Transition) using High Fidelity Wraparound techniques and technologies. These services may include child and family team planning, highly individualized interventions, resource acquisition, case management and linkage, and interagency collaboration.

Facilitator I:

This is the entry level class in the Facilitator series. This class is distinguished from the Facilitator II by the performance of the more routine professional tasks and duties assigned to positions within this series. Employees at this level are not expected to perform with the same independence of direction and judgment on matters related to established procedures and guidelines, as are positions allocated to the Facilitator II level.

Facilitator II:

This is the journey level class in the Facilitator series. This class is distinguished from the Facilitator I by the assignment of the full range of professional duties. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise and they are fully aware of the operating procedures and policies within the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from Facilitator I level.

The major duties of the job include (all duties may not be performed by all incumbents):

- Deliver 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 the most current All County Information Notices for wraparound standards.
- Facilitate the development of individualized plans for each youth/family that includes clear needs statements, strength-based strategies, high fidelity techniques or technology, and outcomes that are measurable and specific.
- Provide pro-active visits to ensure stability and further process toward self-sufficiency; this includes support, advocacy, reducing isolation, listening, problem solving, ensuring the safety of each family members, and identification of resources.
- Continuously reassesses the needs of the youth and family with the team and modify the plans, as needed.
- Motivate and support family involvement on the identification and inclusion of informal supports.
- 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, family, caregivers, and collaborating and service agencies) keeping them informed on progress toward achieving plan goals.
- Provide information and referral assistance regarding available support from appropriate social services agencies and/or community programs.
- Prepare case-related reports including outcomes, success, and challenges.
- Perform related duties as assigned.
- Ability to provide 24-hour on-call conflict resolution in person on rotation; including coordinating with other services when responding to the call, responding in person, and following up after the initial response.
- Perform related duties as assigned.

MINIMUM QUALIFICATIONS

To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge and abilities. A desirable combination for each series is:

Experience:

Facilitator I:

One year of case management 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 the required knowledge and abilities.

Facilitator II:

Two years of increasingly responsible professional case management experience in social services, case management, care coordination, working with the target population, and/or experience facilitating multi-disciplinary, child and family teams for the Wraparound Process equivalent to the skills and knowledge obtained as a Facilitator I.

Education:

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

Licenses and Certifications:

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 Lassen County Personnel on our website at <https://www.lassencounty.org>. 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: February 23, 2023

☞ 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.