

SOCIAL WORKER II

Nature of Work

Under general supervision, performs professional social work at the full-performance level in the delivery of social services to clients requiring therapeutic interventions. Responsibility includes planning for and delivery of needed services as well as associated administrative and reporting requirements. The social services at this level are those requiring knowledge of social and family dynamics, and skill in providing therapeutic interventions. Responsible for overseeing the work of aides and support staff. Work requires the use of personal automobile for local travel. Employee is subject to being on-call during non-business hours. Performs related work as required.

Distinguishing Characteristics

The Social Worker II provides full-performance level social work services. Work involves managing client caseloads and assessing and documenting client progress. Work may also involve specialized, individual or group counseling or the coordination of placement or discharge activities.

Examples of Work

Provides counseling and other support services to clients.
Writes a history for each case; keeps it current with all treatments and programs administered.
Investigates all reports of abuse or neglect filed against parents, or employees of state institutions given charge of patients.
Makes referrals to other agencies, mental health centers, state hospitals, or other sources of assistance.
Interviews patients newly admitted to a state hospital, advising them of social services available to patients and their families.
Participates in staff meetings pertaining to diagnosis and treatment.

Knowledge, Skills, and Abilities

Knowledge of human growth and development.
Knowledge of federal and state laws and regulations relating to social problems.
Knowledge of community resources available for utilization in the welfare field.
Ability to establish satisfactory working relationships with clients and their families, agency personnel, and public officials.
Ability to prepare written reports and case histories of clients.

Minimum Qualifications

Training: Master's degree in Social Work from an accredited college or university.

Substitution: Bachelor's degree in Social Work, Sociology, Psychology, Counseling, Criminal Justice, Behavioral Science, Interpersonal Communications, Human Services, Education, Special Education, Elementary Education, or Secondary Education from an accredited college or university and one year of full-time or equivalent part-time paid experience as a social worker in a public or private health or human services agency may substitute for

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SOCIAL WORKER II (Cont'd)

Minimum Qualifications (Cont'd)

the required training **OR** current West Virginia Social Work License.

Special Requirement: Eligible for Temporary Social Work License **OR** Licensed as a Social Worker, Graduate Social Worker, or Certified Social Worker by the West Virginia Board of Social Work Examiners.

For Bureau for Children and Families

Training: Master's degree from an accredited college or university.

Substitution: Bachelor's degree from an accredited college or university and one year of full-time or equivalent part-time paid experience as a social worker in a public or private health or human services agency may be substituted for the required training **OR** current West Virginia Social Work License.

Established: 08/20/1992

Revised: 10/05/2000; 02/01/2015; 06/12/2015; 01/06/2016

Effective: 01/06/2016