

“Do you value family time? Do you like a small community? Would you like to work from 7:30 am – 4:00 pm Monday – Friday? If you answered “Yes” to any or all of these questions, then you might consider a career in Public Health in a growing community.”

The Allen County Health Department is accepting applications for a full time **Social Worker - Health Access Nurturing Development Services (HANDS)**.

General Duties include: This position serves under moderate direction of the Director or other appropriate coordinator/supervisor assigned. Responsibilities for this position include, but are not limited to; Conduct parent visit assessment/survey within 30 days of receiving, after review of prenatal or birth records from the hospital or clinic, to determine eligibility for early childhood education and family support services of infants and toddlers from birth up to three (3) years of age. Conduct interviews to promote outreach activities in family homes or community setting to educate parents in coping techniques and to take an active role in accessing resources or assistance with referrals for appropriate education and nutrition of their child. May develop and distribute informational materials that meet program guidelines. Keeps accurate logs of service visits, schedules and charting, prepare reports and analyses set forth in Health Access Nurturing Development Services (HANDS) program policy and guidelines. Interpret laws, regulations, policies and procedures and provide administrative assistance or guidance to departmental staff, which may include but is not limited to; monitor, evaluate and participate in modifications regarding program requirements. Review records and reports submitted by program requests or agency staff and ensure compliance with federal and state law regulation and policies. May conduct ongoing home visitation on an as needed basis.

Minimum Education, Training or Experience: Bachelor Degree with a major in Social Work.

Special Program Requirement/Substitution for Education, Training or Experience: Major in Sociology or Psychology may be considered for this position if the individual has at least one (1) year of experience in case assessment and management.

Starting Salary: \$11.40 - \$14.18 per hour negotiable with additional experience. Grade 14

Applications may be obtained at the Allen County Health Department, 107 North Court Street, Scottsville, Kentucky or <https://chfs.ky.gov/agencies/dph/dafm/lhpb/Pages/vacancies.aspx>

Completed application and transcript must be returned by close of business (4:00 pm) Wednesday, February 26, 2020 to the Allen County Health Department.

Resume will not substitute for completed application.

Equal Opportunity Employer

Applicants and employees in this classification may be required to submit to a drug screening test and background check.