



Chris Christie
Governor

Kim Guadagno
Lt. Governor

Allison Blake, PH.D., L.S.W
Commissioner

JOB VACANCY POSTING

POSTING #:	185-16	ISSUE DATE:	November 18, 2016
TITLE:	ASSISTANT FAMILY SERVICE WORKER 1	CLOSING DATE:	December 18, 2016
LOCATION:	Department of Children and Families (DCF) Division of Child Protection and Permanency Various Locations Statewide		
POSITIONS:	MULTIPLE	RANGE:	H09
DISTRIBUTION:	STATEWIDE	SALARY:	\$30,122.80 - \$41,914.96

SCOPE OF ELIGIBILITY: Subject to current promotional and hiring restrictions.

The Department of Children and Families (DCF), Division of Child Protection and Permanency, is seeking qualified individuals to fill Assistant Family Service Worker 1 positions (AFSW1) located statewide.

JOB DESCRIPTION

Transporting clients to various appointments and visits is a main function of this position.

RESPONSIBILITIES

Other responsibilities may include:

- Assisting clients with home and money management
- Setting up medical or dental appointments
- Family planning services and parenting techniques
- Receiving complaints involving desertion and abusive parents
- Supplementary supportive visits with clients under the supervision of a case worker
- Conduct field audits to evaluate and assess situations
- Perform other related duties

REQUIREMENTS

EXPERIENCE: One (1) year of supervised social service experience with responsibility for gathering social service information from clients and assisting them to identify their needs, or experience in the training of children with social, emotional, psychological, and/or behavioral problems.

NOTE: Thirty (30) semester hour credits from an accredited college, which must include twelve (12) semester hour credits in the behavioral sciences, may be substituted for the experience listed above.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY PROMOTIONS ARE MADE.

IMPORTANT NOTICE

RESIDENCY - Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

Electronic Filing:

Forward a cover letter and resume electronically to:

Jennifer.Dowd@dcf.state.nj.us

Include the Job Posting # in the subject line of your email.

Alternate Filing:

If unable to file electronically, applicants may forward a cover letter and resume (including Job Posting #) to:

**Linda M. Dobron, Executive Director of Human Resources
Department of Children and Families
Office of Human Resources
P.O. Box 717
Trenton, NJ 08625-0717**