



Chris Christie
Governor

Kim Guadagno
Lt. Governor

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

JOB VACANCY POSTING

POSTING #: 107-15 **ISSUE DATE:** August 13, 2015
TITLE: **FAMILY SERVICE SPECIALIST TRAINEE** **CLOSING DATE:** February 13, 2016
LOCATION: Department of Children and Families (DCF)
 Division of Child Protection and Permanency
 Southern Region
POSITIONS: Various **RANGE:** P 95
DISTRIBUTION: STATE WIDE **SALARY:** \$ 49,263.43

NOTE: Positions located throughout Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, and Salem Counties.

A Family Service Specialist Trainee performs field and office work involving collecting, analyzing and recording significant facts.

Responsibilities may include responding to child abuse/neglect referrals, responding to requests for child welfare services, in-home visits and arranging for residential or foster care placements.

NOTE: During the first 12 months, employees hired in the position of Family Service Specialist Trainee will attend a comprehensive in-service training program, in addition to performing field and office casework duties.

REQUIREMENTS

EDUCATION: A Bachelor's degree from an accredited college or university.

NOTE: Bachelors in Social Work or Masters in Social Work is preferred. A Social Work related degree will be seriously considered.

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:

yfsresume@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:

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