

SOCIAL WORKER (ADULT FAMILY HOME CONSULTANT)

DEFINITION

Under general direction, conducts certifications of adult family home providers for all disability areas with the Department of Human Services' Adult Community Services Division; develops/provides information needed to effect specialized placements and perform quality assurance reviews; performs related work as required.

EXAMPLES OF DUTIES

For placement of persons with disabilities in adult family home settings, contacts potential and current adult family home providers to evaluate their abilities, experience and preferences in providing services as it relates to the needs of the client being placed; completes initial certification and annual recertification of adult family home providers; for clients in need of specialized home support services, completes specialized certifications; acts as a consultative liaison between providers and the service system; provides information to Division staff and service agencies regarding certified providers and certification process; takes lead role in developing systems to implement certification processes and shape program services in response to governmental and funding source mandates.

EMPLOYMENT STANDARDS

Education and Experience: Graduation from an accredited four year college or university with a major in social work, or a closely related human services field. Prefer adult services social work experience especially with adults having long term disabilities.

Knowledges and Abilities: Basic understanding of human growth and behavior. Knowledge of disabilities which affect adults including physical disabilities, developmental disabilities and chronic mental illness; knowledge of current human service philosophies and approaches to serving adults with disabilities; ability to develop positive human relationships with people who are disabled and to relate to people in an unprejudiced and understanding manner with concern for their circumstances and feelings; ability to quickly acquire and apply knowledge of laws, regulations, policies and procedures pertaining to adults with disabilities; knowledge of community resources which may be used by people who are disabled; capacity to organize large amounts of information and manage complex situations; ability to set measurable objectives and design services to achieve those objectives; ability to be decisive, consistent, and diplomatic; possession of good verbal and writing skills and ability to understand and follow oral and written instructions, participate in and appropriately use available supervision, and utilize meaningfully in-service training opportunities.

Special Requirements: Valid Wisconsin driver's license (or eligibility for) and access to personal transportation.