



## Del Norte County Department of Health and Human Services Integrated Case Worker I\*

Del Norte County Department of Health and Human Services is seeking enthusiastic applicants to fill its Integrated Case Worker I positions. Under close supervision and as part of a work team, the Integrated Case Worker I applies regulations and procedures to determine eligibility of applicants and recipients for multiple public assistance benefits; provides basic employment services to clients; performs casework management duties for both benefit and employment services, and performs related duties as required. This full-time position will be located in Crescent City, California.

The Integrated Case Worker I supports the mission of the Department of Health and Human Services to respectfully promote the health, safety, self-sufficiency and well-being of children, families and individuals, creating hope for the future. Del Norte County strives to provide quality services through the various programs and services. The Department of Health and Human Services currently has a team of approximately 160 dedicated members serving Del Norte County residents.

Final Application Date: Wednesday, February 21, 2018 at 5:00 PM PST

### MINIMUM QUALIFICATIONS

Pattern 1: One (1) year of full-time experience as an Eligibility Worker II or Social Worker I.

OR

Pattern 2: Six (6) months of full-time experience as an Eligibility Worker II; AND completion of the equivalent of 15 semester (22.5 quarter) units or 15 continuing education credits in behavioral science in sociology, psychology, counseling, vocational guidance or any coursework related to the provision of employment services. This required coursework may be obtained through colleges, universities, university extension, business schools, or employer provided career development.

OR

Pattern 3: One (1) year of full-time experience with responsibility for performing case management, vocational guidance services, employment counseling or placement work; AND completion of the equivalent of 15 semester



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(22.5 quarter) units or 15 continuing education credits in behavioral science in sociology, psychology, counseling, vocational guidance or any coursework related to the provision of employment services. This required coursework may be obtained through colleges, universities, university extension, business schools, or employer provided career development.

**OR**

Pattern 4: Eighteen (18) months of full-time experience with responsibility for performing case management, vocational guidance services, employment counseling or placement work.

**OR**

Pattern 5: A Bachelor's degree in behavioral science in sociology, psychology, counseling, vocational guidance or any related field that includes coursework related to the provision of employment services.

Note: Qualifying experience must have included duties and responsibilities involving assessment of income and/or other qualifications needed to participate in programs.

**PLEASE NOTE:** Applicants who anticipate receiving their Bachelor's Degree within three months of the application deadline may apply, but will not be eligible for appointment until they have received their degree.

While the above requirements outline the minimum qualifications, applicants may be further evaluated for qualifications beyond those listed. Those applicants that are determined to be most highly qualified will be invited to participate in the next step of the selection process.

## ADDITIONAL INFORMATION

- A valid driver's license may be required at the time of appointment and employees may also be required to drive their own car, provide proof of car insurance, and a DMV clearance. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.
- As a condition of employment, the County of Del Norte will require proof of ability to work in the U.S.
- Position may require pre-employment drug testing, physical, and fingerprinting for a background investigation.
- This recruitment will be used to fill full-time, part-time, and extra-help positions as vacancies occur.
- Government agencies accessing US government information, which include federal tax information must ensure that background investigation requirements for all agency employees and contractors that have access to federal tax information are consistent to the IRS background investigation requirements for access to federal tax information. Background requirements consist of three components which include, fingerprinting, citizenship verification and local law enforcement checks. State agencies must conduct investigation during time of hire and ensure a reinvestigation is conducted 10 years from the date of the previous background investigation for each employee that has access to federal tax information.
- \*At the discretion of the Del Norte County Health and Human Services and with the approval of Merit System Services, qualified candidates certified to the eligible list established by this exam may be appointed to the Integrated Case Worker II level if the appointee meets the Integrated Case Worker II minimum requirements. Salary for the II level is \$1,402 - \$1,704.

## VETERANS PREFERENCE

If you would like to request Veteran's preference points as part of the application packet, please submit a copy of your DD-214 form. Applicants must fax or email a copy of the DD-214 form to CPS HR at 916-648-1211 or [mss@cps hr.us](mailto:mss@cps hr.us) by the application deadline listed on the job bulletin.



## SALARY RANGE

\$1,303 - \$1,584/bi-weekly

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## TENTATIVE EXAM DATES

Written Exam: Saturday, March 10, 2018

Oral Exam: Week of April 2, 2018

## BENEFITS

- Generous vacation and sick leave plans from the first year
- 13 paid holidays, plus three floating holidays per year
- Medical, dental, vision insurance with substantial employer paid contribution

## LEARN MORE

For further information about the position click here: [https://secure1.cpshr.us/mss\\_jobs/InfoListings.aspx](https://secure1.cpshr.us/mss_jobs/InfoListings.aspx)

For further information about the application and selection process, foreign degree equivalency, special testing arrangements, etc. click here: <http://www.mss.ca.gov/>

## ABOUT DEL NORTE COUNTY

Del Norte County, where the redwoods meet the sea, is located in the northwest corner of California along the Pacific Ocean and adjacent to the Oregon border. The substantially rural county is notable for forests containing coast redwoods, some over 350 feet tall. These redwoods are the tallest living things on Earth, dating back over 2,000 years. Notably, the County is located in one of the few rain forests in the temperate region. The County is home to a multitude of unique plants and flowers, coastal bird and fish species, rocky primitive beaches and sea stacks, pristine rivers, and historic lighthouses. Del Norte County is home to several fun ocean activities, including crustacean and salmon festivals, the world championship crab races, and the very popular longboard surf classic. Star Wars enthusiasts will also recognize the County as being the location of some of the forest scenes used in *Return of the Jedi*.



## HOW TO APPLY

Applicants must submit a completed online application, including any of the additional documents/materials indicated. Additional documents/materials are included in the online application. Apply online by logging onto [https://secure1.cpshr.us/mss\\_jobs/JobListings.aspx](https://secure1.cpshr.us/mss_jobs/JobListings.aspx) and click "Apply Now!" for this position. The list of supplemental questions can be viewed by clicking on this link: [Supplemental Questions](#). **Note: Your application and any additional material become the property of CPS HR Consulting. Please make a copy for your file. This bulletin will not be available online after the application deadline.**

## QUESTIONS AND CONTACT

**CPS HR Consulting**  
**Merit System Services Unit**  
2450 Del Paso Road, Suite 220  
Sacramento, CA 95834  
Website: [www.mss.ca.gov](http://www.mss.ca.gov)  
Email: [mss@cpshr.us](mailto:mss@cpshr.us)  
Phone: (916) 471-3507

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