



Employment

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Job Postings

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STATE PROG ADMIN MGR SR

\$ 31.65-\$ 45.55 hourly, \$ 66,085-\$ 95,108 annually

Date Posted: 02/25/2014

Closing Date: 03/17/2014

Working Title: Child Safety & Prevention Mgr

Hiring Agency: Human Services Dept

Division/Bureau: CO/Children & Family Services

Location: St. Paul

Who May Apply: Open to all qualified job seekers

Posting Number: 14DHS000318

Employment Conditions: Permanent, Full-time

Work Shift: Day Shift

Days of Work: Monday-Friday

Travel Required: no

Job Grouping: General Administration

Classified Status: Classified

What's Great About This Job: As the manager of Child Safety and Prevention, this position plays a significant role in advancing child welfare practice across the state and improving outcomes for children and families who are served by the child welfare system. Minnesota is a national leader in many child welfare reforms and innovative practices that are the responsibility of the Child Safety and Prevention manager. This position provides an opportunity for you to apply your leadership skills and expertise with a team of professionals. We are nationally recognized for our progressive leadership in human services.

In addition to challenging work and the chance to serve Minnesota with a team of professional colleagues, the Department of Human Services (DHS) offers a comprehensive benefit package including low cost medical and dental insurance, employer paid life insurance, short and long term disability, pre-tax flexible spending accounts, retirement plan, tax-deferred compensation, generous vacation and sick leave, and 11 paid holidays each year.

Job Description: In Child Safety and Permanency, the work focuses on programs related to child safety, adoptions, the American Indian Child Welfare Initiative, and the research, training and quality assurance to support these programs. This position

will manage the child abuse neglect and prevention programs, children's justice act and citizen review panels in alignment with the child welfare practice model. Work also includes managing policy and practice related to the child maltreatment response system and the provision of consultation and technical assistance to a variety of constituents including federal, state and local governments, families and communities.

Responsibilities include:

- Managing an integrated child protection system that assures child safety and family wellbeing by applying the most effective responses to reports of child safety concerns.
- Supporting the use of best practices consistent with the Minnesota Child Welfare Practice Model for counties and tribes, and providing related training.
- Providing leadership in crafting child welfare policy and the development of legislative proposals to support best practices in child protection.
- Managing and providing leadership to Community Based Child Abuse Prevention (CBCAP), Children's Justice Act (CJA) and Citizen Review Panel (CRP) programs in alignment with child welfare practice model.
- Supervising professional and supervisory employees.
- Responsibility for laying the groundwork, developing and implementing new initiatives related to child safety and permanency.
- Participating as a member of the division's management team responsible for setting the vision of the program.

Minimum Qualifications: Bachelor's degree in social work or related field
AND
Three years of experience supervising staff in a public or non-profit child welfare organization.

- Extensive experience and expert knowledge of public child welfare best practice and policy including prevention/early intervention, safety, family preservation, and family support.
- Experience and knowledge of public child welfare agency operations, including governance, fiscal and program/policy operations.
- Experience and knowledge of critical child welfare stakeholder systems.
- Advanced communication skills including oral presentations and formal writing.
- Advanced facilitation skills.
- Exceptional human relations skills and the ability to demonstrate effective problem analysis and problem solving skills.
- Ability to organize and develop detailed project work plans and prioritize work. Ability to manage and direct complex, concurrent projects.
- Ability to use technology to conduct research, communicate and educate.

- Knowledge of qualitative and quantitative analysis sufficient to evaluate program outcomes and apply research to program improvements.

Preferred Qualifications: - Advanced degree in social work or a related field.

- Experience and background in a public or non-profit child welfare organization as a manager or director.

Selection Process: The selection process is a resume-based, skill-matching process. Resumes of all applicants to this posting will be evaluated against the Minimum Qualifications stated above. If your skills match the required skills for this position, the department may contact you.

NOTE: To facilitate proper crediting, please ensure that your resume clearly describes your experience in the areas listed and indicates the beginning and ending month and year for each job held.

Reference/background checks - The Department of Human Services will conduct reference checks to verify job-related credentials and criminal background check prior to appointment.

How to Apply: Most State selection processes utilize a resume-based screening process. You will be contacted by agency staff if your background best matches the selection criteria on this job posting. To apply for this position, click the APPLY box found at the bottom of this job announcement. For additional information about the State's selection process, go to <<http://www.careers.state.mn.us/job-tip>>.

DHS is an Equal Opportunity/Affirmative Action, veteran friendly employer. DHS is committed to ensuring culturally responsive services and recognizes that a diverse workforce is essential. To build a diverse workforce DHS strongly encourages individuals with disabilities, people of color, American Indians and veterans to apply.

Contact for More Information: Jamie Sorenson, 651-431-4655 / jamie.sorenson@state.mn.us.
