



CLASS SPECIFICATION

Class Title:	Social Worker – IPR	Class Code:	6649
Department:	Human Resources (Legal Defender)	Grade:	21
FLSA:	Non-Exempt	Eff. Date:	02/09/2023
Merit:	Non-Exempt		

GENERAL PURPOSE

Under the general guidance and direction of Davis County Legal Defender Coordinator or designated manager, the Interdisciplinary Parent Representation (IPR) Social Worker will collaborate with individual defense attorneys to enhance the representation of parents involved in parental rights/child welfare proceedings in Davis County, Utah.

EXAMPLE OF DUTIES

Supports case management efforts, interacts with clients in defense-based activities outside of court proceedings, and participates in court proceedings or related meetings.

Assists defense attorneys and their clients navigate the Division of Child and Family Service system, affiliated agencies, and court processes under the defense attorneys' direction and management. Initiates and maintains contact with defense counsel and clients by in-person meetings, telephone or video conferencing, emails, texts, voicemail and letters as may be appropriate for each client.

Creates and submits progress reports as directed by defense attorneys. Reviews discovery, assessments, court reports, petitions, treatment letters, files and other documents as may be necessary to assist the attorney or client.

Initiates and maintains contact with DCFS/FRC caseworkers, court teams, client therapists or treatment providers, employers, friends or family members as may be necessary and appropriate for each client. Interacts with child welfare agencies, criminal justice agencies, treatment agencies and other entities providing services to clients in order to promote the client's best interests.

Attends hearings, trials or other court directed proceedings such as dispositional, evidentiary, permanency, order to show cause, pre-trial, review, shelter, adjudication or termination of parental rights hearings or trials. Attends and participates in mediation as directed by defense attorneys.

Facilitates the gathering of client or family medical, mental health, educational and financial records as directed by defense attorneys. Reviews service/treatment plans and preliminary assessments of readiness to change, identify barriers, provides support and collaborate with defense attorneys, clients and other stakeholders to facilitate positive changes.

Assists attorneys and clients in identifying and securing appropriate treatment, employment, educational and housing placements as may be appropriate. Provides specialized counseling to clients and families as approved by defense attorneys.

Collaborates with attorneys and the legal defender staff to develop program and case protocols.



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Communicates and collaborates with other program stakeholders, including the funding entity and data collection partners.

Performs other duties as assigned.

MINIMUM QUALIFICATIONS

1. **Education and Experience:**

Graduation from an accredited college or university with a Bachelor's Degree in social work, psychology, Sociology, social sciences, criminal justice or closely related field plus two (2) years of full-time related work experience. An acceptable combination or related education and experience may be considered.

Preference for experience working on child welfare cases, such as Division Child Family Services case worker or manager, Child Protection Services, private evaluations.

2. **Special Qualifications:**

Must be licensed with one of the following: clinical social worker, social worker, marriage and family therapist, or clinical mental health counselor.

Must pass a criminal history background investigation.

Employees driving a personal or a County vehicle for job related travel must possess a valid driver license, maintain the minimum vehicle liability insurance as specified in the Utah Code, and must operate a motor vehicle in a safe manner; new employees with an out-of-state license must obtain a valid Utah Driver License within sixty (60) days of hire date (exceptions for military personnel and their dependents).

3. **Necessary Knowledge, Skills and Abilities:**

Working knowledge of: basic structure of the juvenile court system, evidence-based practices for supervision, social casework principles and methods; community social services resources; interviewing methods and techniques; crisis intervention techniques; substance use and mental health disorders.

Skill in: using applicable computer hardware and software.

Ability to: adhere to evidence-based practices, effectively assess and identify needed services and manage a caseload; make appropriate referrals for services; recognize and understand substance use and mental health disorders, respond to and resolve problems related to client issues; deal effectively with people of various socioeconomic backgrounds; prioritize and perform multiple tasks and meet critical deadlines; communicate effectively; follow written and oral instructions; interact professionally with judges, judicial personnel, and attorneys; establish



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and maintain effective working relationships with supervisors, other employees, clients, allied agencies, and the general public.

WORKING CONDITIONS

Considerable exposure to stress as a result of reporting deadlines and as a result of human behavior.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities and skills required of personnel so classified. ***All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.***