

PUBLIC HEALTH SOCIAL WORKER

Recruitment #2104-2101DC-001

List Type	Original
Requesting Department	HEALTH-PUBLIC HEALTH SERVICES
Open Date	4/14/2021 09:15:00 AM
Filing Deadline	5/5/2021 11:59:00 PM
HR Analyst	Nola Nelson

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INTRODUCTION

Located on the western shore of Lake Michigan, Milwaukee is an urban hub bursting with energy. Milwaukee provides a casual sophistication – big city appeal without the big city hassles. We are accessible and affordable, and our residents are welcoming. Milwaukee has evolved through the years, bringing together its unsurpassed old world charm with a breathtaking Art Museum, top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities, and great restaurants.

The City of Milwaukee is proud to employ a diverse workforce that is committed to providing exemplary service to the City's residents. If you have a passion for being a part of an inclusive team of public servants, please consider the following opportunity.

PURPOSE

Under the direction of the Empowering Families of Milwaukee (EFM) Program Manager, the Public Health Social Worker (PHSW) functions as part of a multi-disciplinary case management team with the focus on the psychosocial needs of families. The PHSW serves as an advocate for MHD clients/families and provides case management, consultation, assessment and referral services to Milwaukee Health Department (MHD) clients in multiple settings including homes, schools, clinics and childcare centers.



ESSENTIAL FUNCTIONS

Case Management

- Provide direct consultation to help clients identify concerns, consider effective solutions, and find reliable resources.
- Work in consultation and collaboration with internal Public Health Nurses, Doulas, Fatherhood Specialists, Public Health Educators and other MHD teams in providing social services and referral to MHD clients.
- Collaborate with community-based agencies in providing general information and making social services referrals.
- Refer clients to specialists in services such as childcare, financial assistance, food stamps, health insurance coverage, alcohol and drug rehabilitation, mental health counseling and domestic violence treatment.
- Develop and maintain supportive and trusting relationships with clients and other members of the family unit to promote independent and empowered action by families.
- Provide ongoing home visits and phone contact based on family needs, as prescribed by Empowering Families protocols and the respective evidence-based home visitation model.
- Act as an advocate for families regarding needed resources from governmental, community and private agencies.
- Maintain records and prepare reports of services and activities.
- Function as a member of the multidisciplinary team, working in a dyad comprised of a public health nurse and public health social worker; participate in case briefing sessions with other team members.
- Develop and implement case management and care plans for resolution of assessed client/family needs; document social work case management within designated databases according to MHD's policies and Medicaid requirements; assess community needs for input into MHD programs.
- Complete developmental screening and assessment of clients' physical, social, psychological and environmental health status.
- Provide consultation for primary, secondary and tertiary health problems.
- Provide parenting education and evidence-based curriculum to families customized to their identified goals and needs.
- Teach prevention and promote the adoption of healthy behaviors, including safe sleep, home safety, social supports and maternal child health.
- Support or facilitate parent/family group activities the program holds intermittently throughout the year.

Community Linkage and Advocacy

- Attend program meetings, training sessions, and community meetings; participate in the orientation and on-going training for EFM.

- Serve as liaison with hospitals, government services, and community agencies for social service needs of mothers and infants.
- Represent the MHD and its policies and strategies in the community.
- Develop relationships between the MHD and the community to enhance advocacy for clients and their needs.

Program Evaluation

- Evaluate and provide assistance to determine the effectiveness of particular services and home visiting interventions.
- Participate in data collection, quality improvement projects, program evaluation and preparation of reports pertinent to objectives of the program.

We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

CONDITIONS OF EMPLOYMENT

- Ability to frequently stand, walk, climb stairs, and sit and occasionally move/lift up to 25 pounds.
- Travel outside the City of Milwaukee, occasionally overnight or weekends, for training purposes or to participate in meetings as a representative of the City.
- Based upon each department's responses to the COVID-19 pandemic and the needs of each department, employees may be expected to work from home intermittently or continuously.

MINIMUM REQUIREMENTS

1. Bachelor's degree in social work from an accredited college or university.
2. One year of social service experience working in the community with clients.
3. Valid Social Worker certification or Temporary Social Worker certification issued by the State of Wisconsin at time of appointment. A valid Social Worker certification must be maintained throughout employment. **NOTE:** Applicants must list their certificate number and effective dates on the supplemental questionnaire portion of the online application and attach a copy of their valid State of Wisconsin certificate to the online application (or temporary certificate information if applicable).
4. Valid driver's license and possession of a properly insured vehicle for use on the job at time of appointment and throughout employment. Mileage reimbursement is provided.

IMPORTANT NOTE: To receive credit for college, transcripts are required and must be received by the application period closing date. College transcripts should be attached to your online application. Applications without transcripts attached will be considered incomplete and will be rejected. Your transcript must be legible and include the following information: the university or college name, your name, the degree completed (if applicable) and the date the degree was completed.

DESIRABLE QUALIFICATIONS

- Master's degree in Social Work from an accredited college or university.
- Specific experience in home visitation, maternal and child and/or Public Health.
- Ability to provide interpretation for Spanish or Hmong speaking clients.

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Technical

- Knowledge of best practice in the field of Social Work specifically providing linkages between healthy family and social relationships, including parenting/child interactions and related social services.
- Knowledge of contemporary theories of child development issues, practices and trends.
- Knowledge of social services agencies and other resources.
- Knowledge of the effects community-based disparate impact the social determinants of health.
- Knowledge of and ability to work with computers, including word processing, database, project management, and spreadsheet applications, and case management information systems. Ability to read and interpret work-related documents.

Interpersonal and Communication

- Interpersonal skills, including the ability to maintain good working relationships with clients, multi-cultural and multi-disciplinary staff, other agencies and the public.
- Ability to work cooperatively, effectively and fairly with coworkers and citizens whose backgrounds may differ from one's own.
- Ability to manage emotional or difficult client situations.
- Ability to provide services in a culturally sensitive manner.
- Ability to write clearly and informatively, including reports, business correspondence and procedural manuals.

- Ability to speak clearly and persuasively in order to effectively present information and respond to questions from groups of managers, clients and the general public.

Judgement and Time Management

- Ability to independently plan, organize, and prioritize work to achieve objectives within deadlines. Problem-solving and decision-making skills.
- Ability to exercise sound judgement.
- Ability to appropriately handle sensitive information and to maintain confidentiality.
- Ability to work independently and as part of a team.

CURRENT SALARY

The current salary range (2DN) is **\$53,052-\$59,498** annually, and the resident incentive salary range for City of Milwaukee residents is **\$54,643-\$61,283** annually. *Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval.*

BENEFITS

The City of Milwaukee provides a comprehensive benefit program which includes:

- Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 11 Paid Holidays
- Paid Sick Leave and other paid leaves
- Flexible Spending Arrangement
- Commuter Value Pass

For full details of the benefits offered by the City of Milwaukee, please visit <https://city.milwaukee.gov/ImageLibrary/Groups/derAuthors/Benefits-/2020/2021COMOEACTIVEGuide10.6.20FINAL.pdf>.

SELECTION PROCESS

THE SELECTION PROCESS will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests, or other assessment methods. The Department of Employee Relations and the Milwaukee Health Department reserve the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

INITIAL FILING DATE - The examination will be held as soon as practical after **Wednesday, May 5, 2021**. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

ADDITIONAL INFORMATION

- Applications and further information may be accessed by visiting www.jobaps.com/MIL.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or staffinginfo@milwaukee.gov.
- The Department of Employee Relations is located in City Hall, 200 E Wells St, Room 706, Milwaukee, WI 53202.

CONCLUSION

EEO Code = 208

"The City of Milwaukee values and encourages diversity and is an equal opportunity employer."