

# Off-Campus Employment

*Job posted on 2014-08-29 by 00026579; posting expires on 2014-09-30*

**Employer:** Centralized Intake Unit

**Position:** Social Worker

**Job Description:**

Social Work Positions Available: Centralized Intake Unit

The centralized intake specialist is the first line of defense in alleviating the abuse/neglect/ exploitation of children and vulnerable adults within the state. Under limited supervision, centralized intake specialists receive and professionally assess telephone calls and conduct a thorough interview with all reports of potential abuse and neglect referrals, internet reports, faxes etc . of alleged abuse/neglect/exploitation; provides thorough assistance on the front-end of protective services, giving an initial contact point for possible abuse victims and acting as an advisor to the resolution of client issues; allows for the safety assessment and screening of reported information to determine if there is reasonable cause for a response and to determine the severity and urgency of the situation reported; applies field experience and knowledge of abuse/neglect/ exploitation to formulate a timely and appropriate response in coordination with other entities as deemed necessary. This specialist will communicate and coordinate with law enforcement agencies to respond appropriately in emergency situations. This is a 24/7/365 call center located in the Marion County (Fairmont) and Kanawha County (Charleston) area. All shifts available. All shifts available.

**Qualifications:** N/A

**Application Instructions:** N/A