JOB POSTING

Department:	Perry County Children and Youth Services
Organization:	Perry County Children and Youth Services
Job Code / Title:	02106203--County Caseworker 1 / L0623
Position Number:	80006702
County:	PERRY
Headquarter City/Address: (Work Location)	112 Centre Drive New Bloomfield, PA 17068
Type of Job:	CIVIL SERVICE POSITION
Union:	Yes
Bargaining Unit:	Yes
Seniority Position:	No
Type Position:	Permanent/PART-TIME
Salary Range:	$20,826.00 annually / $21.36 hourly
Pay Range & Step:	7 / MIN
Posting Length:	10 workdays
Posting Dates:	11/12/26-11/25/26
Contact Name / Number:	Kristie S. Gantt, Administrator / (717)582-2076 kcarl@perryco.org
Additional Information:	Work hours are flexible to meet the needs of the Agency; 18.75 hours throughout the workweek of Monday – Friday (37.5 hours bi-weekly). Travel, Overtime, & Afterhours work may be necessary.
Job Description:	Position provides a full range of social and case management services to children, youth, and families. Performs service planning on intakes including the completion of intake documentation, determination of risk involved using approved risk assessment model. Investigates reports of mistreatment and abuse of children and provides for the safety of those children. Performs general protective services including a minimum of monthly home visits with families; development of family service plans. Performs out of home placement duties to include monthly visits, family contacts. Maintain detailed family files. Position is included in twenty four hour on-call rotation. Performs related work as required. Completion of the Core Training series for County Caseworkers and Caseworker Certification is required to be completed after employment begins.
Last Date Job Applications Will Be Accepted:	11/25/26

RECRUITMENT METHODS:

Applicants must meet one (or more) of the following methods(s) to be considered for this vacancy:

- Promotion Without Exam
- Transfer
- Reassignment
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- Reinstatement

ELIGIBILITY – ALL CANDIDATE(S):

1. Must meet the minimum experience and training (METs) required for the job. The METs for this position are:

A Bachelor's Degree which includes or is supplemented by successful completion of 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences; OR Two years experience as a County Social Services Aide 3 and two years of college level course work which includes 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences; OR Any equivalent combination of experience and training which includes 12 college credits in sociology, social welfare, psychology, gerontology, criminal justice, or other related social sciences and one year of experience as a County Social Services Aide 3 or in a similar position performing paraprofessional case management functions. Applicants will be considered to have met the educational requirements once they are within two months of graduating with a qualifying degree/credits.

2. State Civil Service Commission Approved Additional Special Requirements: None
3. Must be a resident of Pennsylvania.
4. Must be eligible for selection in accordance with Civil Service rules.

ELIGIBILITY – COMPETITIVE PROMOTION WITHOUT EXAMINATION ONLY:

CLASS RESTRICTIONS

1. Have held regular civil service status in one of the following classifications:

- County Social Services Aide 3 ---to be considered for promotion
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SELECTION CRITERIA

2. Meet the minimum experience and training required for the job.
3. Meritorious service; defined as (a) the absence of any discipline above the level of written reprimand during the 12 months preceding the closing date of the posting, and (b) the last due overall regular or probationary performance evaluation was higher than unsatisfactory or fails to meet.
4. Seniority, defined as a minimum of one (1) year(s) in the next lower class(es) by the posting closing date of 11/25/26.

APPLICATION INSTRUCTIONS

5. Interested qualified applicants **must** submit all requested materials as specified in the "How To Apply Section". **Failure to comply with the above application requirements will eliminate you from consideration for this position.** Send completed application materials to the address listed in "How To Apply" section.
6. Additional information may be obtained by calling: (717)582-2076

This section is issued for compliance with Management Directive 580.19, Promotion in the Classified Service without Examination.

HOW TO APPLY – ALL CANDIDATES:

The following materials must be mailed and postmarked on or before 11/25/26. Late applications will not be accepted.

1. Completed Civil Service Application, Form SCSC-1 (Need not be notarized). The application must provide details of experience and training as related to the minimum experience and training requirements for the vacancy so eligibility can be determined.

If you are contacted for an interview and need accommodations for the interview due to a disability, please advise the interviewer of the accommodations you require well in advance of the scheduled date.

If interested in applying, please send applications to:

Attention: Kristie S. Gantt, Administrator
Perry County Children and Youth Services
P.O. Box 123
New Bloomfield, PA 17068

PERRY COUNTY IS AN EQUAL OPPORTUNITY & AFFIRMATIVE ACTION EMPLOYER.