



Placement Assessor – Child Protection Unit

Department: Clinton County Job and Family Services- Child Protection Unit; Wilmington, OH
Reports to: Child Protection Supervisor- Permanency Unit
Employment Status: Full-Time
Classification: Classified (Non-Exempt)
Schedule: Mon–Fri, 8:00 a.m.–4:30 p.m. (flexible)
On-Call: Rotation after training is completed
Starting Pay: \$20.85/hour (based on education & experience)
Probationary Period: 365 days

About the Role

As an **Assessor** in the **Permanency Unit**, you'll help children achieve safety and permanency by preparing and supporting the families who care for them. This includes **kinship caregivers, foster parents, and adoptive families**. You'll complete home studies, licensing assessments, and adoption disclosures while also providing training and ongoing support. A key part of this role is helping families **navigate available programs and funding sources**—from kinship supports to adoption subsidies—so they have the resources they need to provide safe and stable homes. You'll also support **older youth who are emancipating**, helping them transition into adulthood, and you'll actively participate in **community recruitment events and public speaking** to engage new foster and adoptive families.

What You'll Do

- **Assessment & Licensing**
 - Complete home studies for kinship, foster, and adoptive applicants
 - Conduct licensure activities and monitor compliance with OAC standards
 - Provide adoption pre-finalization services and ongoing family assessments
 - Ensures child safety
- **Family Support & Case Management**
 - Maintain a caseload of adoptive, foster, and kinship families
 - Provide ongoing supervision and supportive services for adoptive placements
 - Conduct monthly home visits with children and families to ensure safety and well-being
 - Develop case plans
- **Resource Connection & Subsidies**
 - Educate families on kinship supports, adoption subsidies, and available community resources
 - Assist with subsidy negotiation and prepare initial and annual subsidy documentation
- **Recruitment & Training**
 - Recruit foster and adoptive families in alignment with the agency recruitment plan
 - Attend community events and participate in public speaking to encourage family involvement
 - Facilitate pre-service and ongoing training for foster, adoptive, and kinship caregivers
- **Collaboration & Advocacy**
 - Partner with caseworkers, service providers, schools, and courts to ensure successful placements

- Prepare reports, document activities, and testify in hearings as needed to advocate for permanency goals
 - Work with older youth who are emancipating, helping them access services and develop skills for adulthood
 - **Agency & Compliance**
 - Maintain accurate documentation and meet all OAC and agency timelines
 - Attend required trainings, staff meetings, and reviews
 - Maintain confidentiality and comply with agency policies
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Minimum Qualifications

Per **ORC 5153.112**, meet one of the following:

- Bachelor's degree in a human-services field; **or**
- Bachelor's degree in any field + 2 years human-services experience; **or**
- Associate degree in a human-services field; **or**
- 60 semester credit hours toward a human-services degree; **or**
- 5+ years in a human-services occupation

Also required: Valid Ohio Driver's License, liability insurance, reliable transportation; ability to pass BCI/FBI/SACWIS/Child Abuse–Neglect registry/Sex Offender/BMV checks and drug screen; regular, reliable attendance; strong communication & problem-solving skills.

Preferred Qualifications

- Bachelor's degree in social work or related field
 - Prior assessor certification or adoption-related experience
 - Knowledge of Ohio's child welfare rules, foster/adoptive family support, and subsidy policies
 - Experience with training facilitation and/or public speaking
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Why Join Us?

- **Purpose-driven work:** Help children find permanency, support families, and guide youth into adulthood
 - **Community impact:** Represent the agency at events and help recruit foster/adoptive homes
 - **Support:** Collaborative team and mentorship
 - **Growth opportunities:** Ongoing professional development and assessor training
 - **Benefits package:** Health, dental, vision, retirement, paid leave & holidays
 - **Competitive pay:** Starting at **\$20.85/hour** with experience considered
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How to Apply

Send a **cover letter, resume, and 3 professional references** to:
Amanda.Randolph@jfs.ohio.gov or apply on [Indeed.com](https://www.indeed.com)

Clinton County is an **Equal Opportunity Employer**.
Note: This description is not all-inclusive and may change as needed.