



JOB ANNOUNCEMENT

JOB TITLE	POSITION NUMBER
Child Support Worker TREK	
POSTING DATE	DEADLINE DATE
	Until filled
POSITION LOCATION	
Lookout Mountain Community Services TREK Cartersville, GA	
GENERAL NATURE OF JOB DUTIES	
<p>Supervises foster homes with up to 15 foster children, provides oversight for those children and the foster homes, coordination of all services needed for children served. Provide 24/5 services and on call on weekends and holidays as needed. Assist with creating services plans and completing all notes and other paperwork in allotted timeframe. Assist with recruiting and training new foster parents as needed and place foster children in the home as well as placing several children. Primary work hours 8:00 a.m. to 5:00 p.m. with some flexibility as well as on-call responsibilities.</p>	
MINIMUM QUALIFICATIONS	
<p>Bachelor's Degree in Social Services field AND 2 years' experience working with children.</p> <p>Preferred Qualifications: Former DFCS worker</p>	
HOW TO APPLY	
<p>Applicants should submit a Lookout Mountain Community Services Application to the following:</p> <p style="text-align: center;"> Lookout Mountain Community Services ATTENTION: Human Resources Department PO Box 1027 LaFayette, GA 30728 E-Mail: Jobs@LMCS.org Telephone: 706-638-5580 x 4114 FAX: 706-638-5445 </p> <p><i>Lookout Mountain Community Services Application can be found at www.lmcs.org or contact 706-638-5580 x 4114</i></p>	<p>Due to the volume of applications received we are unable to provide information on your application status over the phone. Applicants who are selected for an interview will be contacted to arrange for an interview. Applicants who have a disability, which require special accommodations should contact the Human Resources Department.</p> <p><i>Lookout Mountain Community Services Application</i> should be filled out carefully and completely with the last ten years of work history included. Attach documentation to support education/training/licensure certification. If your application is not complete you may forfeit the opportunity of an interview. Keep a copy of your application. Copying service is not available at LMCS.</p> <p style="text-align: center;">APPLICANTS SHOULD NOT SUBMIT A RESUME IN LIEU OF A LOOKOUT MOUNTAIN COMMUNITY SERVICES APPLICATION.</p> <p style="text-align: center;"><i>In-House applicants will be considered prior to applicants being considered outside the agency.</i></p>

**THIS POSITION REQUIRES PRE-EMPLOYMENT DRUG TESTING
AN EQUAL OPPORTUNITY EMPLOYER**