

DHS Social Work Position Descriptions

Intake workers – Have the responsibility for gathering the correct information for making a determination if the reported allegation meets Iowa code requirements to be accepted for assessment.

Child Protective Worker – Once the intake comes in that meets criteria, this position would be responsible for going to the home to assess safety/risk and make a determination if abuse or neglect has occurred. After that point, they will hand the family/case over to the Social Work Case Manager.

Social Work Case Manager – Manages the case in accordance with the case plan and documents progress. An individual in this role is often involved in court proceedings. This role connects the family to providers and services to meet case plan goals.

Supervisors – There are both Child Protective Worker and Social Work Case Manager Supervisors. Their role is to supervise staff, review the assessments and case plans, as well as consult on difficult decisions.