



POSITION ANNOUNCEMENT

Social Worker – Police Department

The Village of Wilmette is searching for a full-time Social Worker to replace the incumbent who is retiring after 27 years of service. The successful candidate will work at the Police Department under the direct supervision of the Administration Manager. The Social Worker must be able to work flexible hours to include responding to any emergency on a 24 hour basis.

General Responsibilities:

The Social Worker provides professional services to Village residents and Village Staff. The services include crisis intervention for domestic disputes, victims of violent crimes, traumatic incidents and death; diagnostic evaluation, short-term counseling, community involvement and education, department consultation and training; and emergency response on a 24 hour basis. This position will be responsible for developing collaborative working relationship with local service providers and community organizations, and educational programs for the community. Provides formal and informal training to police officers on issues related to police social work and mental health issues. Prepares monthly reports on social work activities while maintaining client confidentiality as appropriate; and other duties as assigned.

Position Requirements:

The successful candidate will possess a Master's degree in Social Work (MSW) and five years of related Social Work experience and/or training. An equivalent combination of education and experience will be considered. The candidate must be a certificated Licensed Clinical Social Worker (LCSW) from the State of Illinois along with knowledge of Federal, State and Local Laws and Ordinances related to the field of mental health. Knowledge of domestic violence, mental health and disabilities, and Confidentiality Code. Experience using Microsoft Office Suite products and a valid driver's license.

Essential position requirements include knowledge of acceptable Social Work practices and procedures as related to the governing laws, and understanding of working in a law enforcement environment. The successful candidate must have strong interpersonal and communication skills, and the ability to work under pressure in a high stress environment or situation. The candidate must be able to communicate effectively orally and in writing; able to gather and analyze pertinent information, and able to clinically work with individuals or groups of all ages and backgrounds. Ability to work flexible hours, including evenings, as needed. The ability to work well with employees, outside organizations and providers, management officials, and the general public.

Compensation and Benefits:

The salary range is \$72,692 to \$96,459 starting salary DOQ. The Village offers an excellent benefits package which includes participation in the Illinois Municipal Retirement Fund (IMRF), medical, dental and vision coverage, life insurance, paid time off, and voluntary participation in a deferred compensation program (457 plan).

Selection Process:

Conditional offer of employment will be contingent on the candidate successfully completing a background investigation and a driver's license records check. Interested candidates should submit a cover letter, resume and complete an employment application which may be downloaded from the Village's website at www.wilmette.com and email all documents electronically to HumanResources@wilmette.com.

Applications will be reviewed as they are received. Paper submissions will not be accepted.

The Village of Wilmette is an Equal Opportunity Employer