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## Child Welfare Specialist Resume

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### Job Objective

To use my skills, training and experiences to secure a position as a Child Welfare Specialist with a reputable company in the business.

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### Summary of Qualifications:

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- Remarkable experience in professional child welfare social services
  - Sound knowledge of the child welfare services field principles
  - Familiarity with state and federal laws relating to child welfare
  - In-depth knowledge of child welfare supervision practices and coaching techniques
  - Proficient with MS Word, Power Point, Excel, and E-mail
  - Skilled in establishing community relations and public relations
  - Sound ability to prepare complex written and oral reports
  - Highly organized, high attention to detail, excellent time management skills
  - Excellent communication and organizational skills
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### Work Experience:

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Child Welfare Specialist, May 2006 – Present

Lutheran Social Services of Illinois (LSSI), Salt Lake City, UT

- Provided casework services for child welfare system designed to achieve permanency for children and their family of origin.
- Performed tasks to engage children and families in these processes.
- Completed and submitted all required reports and documentations.
- Participated in supervisory process for guidance, direction and support.
- Conducted family-child team meetings.
- Coordinated and collaborated with other services providers for child's well-being.

Child Welfare Specialist, March 2003 – April 2006

ICF International, Salt Lake City, UT

- Participated in family team conferences and agency staffing.
  - Interviewed and established working relationships with children and families.
  - Presented investigative findings to child death review, citizen review, and internal child fatality review panels.
  - Conducted investigations for allegations of abuse and neglect of children.
  - Presented affidavit reports to the Court and District Attorney, and testified during proceedings.
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### Education:

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Bachelor's Degree in Psychiatric Nursing, Griggs University, Silver Spring, MD

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