

**DELAWARE DEPARTMENT OF JUSTICE
JOB OPENING**

Opening Date: November 5, 2021

Closing Date: Until Filled

SOCIAL WORKER
Criminal Division, Special Victims Unit
Kent County

Job Responsibilities and Duties: This Social Worker will provide professional social work services for the Special Victims Unit in the Criminal Division within the Kent County Office of the Department of Justice. The Social Worker will assist Deputy Attorneys General and will work directly with victims by notifying victims and witnesses of the status of court cases and the results of hearings; by interviewing victims/witnesses to ascertain case facts and identify individual needs; by assisting with the prosecution of cases through educating the victims/witnesses about the criminal justice process and preparing them for trial; and by making treatment referrals through the use of community resources. This individual may also coordinate with the Child Advocacy Center with regard to attendance at CAC interviews. The caseload for the vacancy which is being advertised consists of Sex Crimes and Felony Child Abuse and Death cases, but it is possible that the Social Worker who is hired to fill this vacancy may be assigned to handle other Social Worker caseloads within the DOJ in Kent County.

Minimum Qualifications:

Bachelor's degree in a Human Services related field and two years of human services experience; **OR**

Associate's degree in a Human Services related field and three years of experience as a Victim Service Specialist with the Department of Justice.

Knowledge of the criminal justice system.

Ability to interview and counsel.

Please Note: As a condition of employment, all employees must certify that they are fully COVID-19 vaccinated by September 30, 2021; or be required to test for COVID-19 on a weekly basis starting on September 30, 2021. If hired after September 23, 2021, these certifications or requests must be completed during their initial week of employment. This will be in effect until further notice.

Internal Delaware Department of Justice Applicants: Please submit an updated Resume or summary of work experience to the Director of Human Resources.

External Applicants: In order to be considered for this position, external applicants must submit Resume and the Delaware Department of Justice Application (please see link):

<http://attorneygeneral.delaware.gov/executive/hr/job-application/>

OR external applicants can mail Resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6th Floor, Wilmington, DE 19801, OR E-mail to: DOJHR@delaware.gov OR Fax to: 302-577-5866. EOE.