

**State of Illinois  
Department of Central Management Services  
Bureau of Personnel  
Springfield, Illinois 62706**

**Supplementary Examination Announcement**

**SOCIAL WORKER I - 41411**

Monthly Salary Range: \$4159 - \$6218

Regular Test - No Option

Option MC - Manual Communication Skills

Option SS - Spanish Speaking

All selected options may be listed on one application.

General duties: A Social Worker I performs beginning level social work duties, receives training in social work services, and carries progressively larger caseloads subject to close guidance and review of the supervisor and/or more experienced Social Workers. The nature of these duties may vary according to the employing agency. A caseworker in the Department of Human Services (Mental Health and Developmental Disabilities) prepares social history updates; attends and participates in professional interdisciplinary treatment/habilitation team meetings; and seeks authorizations from recipient's guardian for release of information and for the use of restrictive modalities. In the Department of Corrections, a Social Worker I assists in conducting individual and group therapy, counseling and crisis intervention; assists in making social diagnostic assessments of the mentally ill; and assists in developing a comprehensive treatment plan for prospective parolees by seeking input from professionals in other areas (e.g., physicians, nurses, psychiatrists, teachers, etc.). In Veterans' Affairs, prepares social history updates; counsels recipients regarding adjustment and behavioral plans; and assists in crisis intervention. A school social worker in the Department of Human Services (Rehabilitation Services) assists in counseling students whose behavior indicates maladjustments or anxiety; contributes to the identification of problems and diagnosis of social disorders.

Minimum Training and Experience Required to Obtain Supplemental Questionnaire:

Requires Master's degree in social work (MSW) from a recognized college or university and no experience.

Experience cannot be accepted in lieu of the required MSW degree.

Some positions may require the School Social Worker Endorsement from the Illinois State Board of Education.

Test and weights: Training and experience evaluation (Supplemental Questionnaire) 100%. Candidates must meet minimum training and experience requirements; however the grade will be derived from the questionnaire.

Length of eligibility period: One year.

(Continued on reverse side)

-----  
**YOU NEED NOT APPEAR AT A TEST CENTER FOR THIS EXAMINATION.**

Apply by sending a completed application (CMS 100) to the Department of Central Management Services, Bureau of Personnel, Room 500, Stratton Office Building, Springfield, IL 62706. Log on to the CMS website at <http://work.illinois.gov> for more information.

The Supplemental Questionnaire will be mailed to you. ONLY one questionnaire needs to be completed if you are applying for Social Worker I, II, III, Regular, MC, or SS. The minimum requirements and scoring standards are different for each title, but the information required for all titles is on one questionnaire.

-----

AN EQUAL OPPORTUNITY EMPLOYER

Option MC - Manual Communication Skills: At the time of the job interview, the eligible will be required to exhibit the ability to communicate effectively with the deaf by utilizing American Sign Language concepts and manual communication skills. Failure to exhibit these abilities will result in disqualification for this option.

Option SS - Spanish Speaking: At the time of the job interview, the eligible will be required to exhibit the ability to understand and speak Spanish and English fluently. Failure to exhibit this ability will result in disqualification for this option.

Counties in which positions are established: Kane, Kankakee, Lake, Livingston, Madison, Morgan (MC) (SS), Randolph, Sangamon, Union.

(SS) Indicates Spanish Speaking Option is also established in that county.

(MC) Indicates Manual Communication Option is also established in that county.

Counties listed include all counties in which positions have been established, and does not represent immediate openings. This listing is based on information currently available and is subject to change.