

- Must possess a valid Oklahoma Drivers License; proof of valid insurance on any personal vehicle that will be used for COCAA business purposes, and possesses and maintains acceptable driving record.
- Insurable and bondable under the agency's current insurance plans.
- Ability to work with the public, various organizations, and vendors.
- Must have reliable transportation for work related travel away from designated work site.

DESIRED QUALIFICATIONS

- Associates or Bachelor's Degree in Social Work, Human Services, Psychology or related field preferred.

Supervision Given: None

Supervision Required: Reports Directly to Director of Family Support.

WORKING CONDITIONS AND PHYSICAL HAZARDS

- Worksite is primarily in an office, but may include families' homes.
- Employee is sometime required to work outside in both normal and abnormal weather.
- Employee must be able to physically perform functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking pushing, pulling, lifting, feeling, talking, hearing, and repetitive motions.
- Some lifting is required usually up to at least 25 pounds, but may be required to lift up to 50 pounds on occasion. May be exposed to irate clients, vendors, public and employees.

SPECIAL LICENSES AND CERTIFICATIONS DESIRED

None