

Sisseton Wahpeton Oyate

Job Description

Job Title: Investigator

Reports to: Child Protection Program Manager

Duties and Responsibilities:

1. Investigates reports of suspected child abuse, dependency and/or neglect incidents and take appropriate action.
2. File dependency and neglect, child abuse and emergency custody petitions in Tribal Court.
3. Required to testify in Tribal Court on filed petitions.
4. Do case service plans with clients.
5. Transfer long term cases to adoption/foster care worker for permanency planning. Provide transportation for clients when necessary and within the scope of program policies.
6. Maintain regular contact with clients to verify compliance with the case service plan.
7. Must be available on a rotating basis for one call day per week and weekend duty as assigned.
8. Work cooperatively with the tribal police and criminal investigator as well as with the FBI and US Attorney's Office.
9. Attend daily staff meetings and required training.
10. Performs other job related duties as assigned.

Education Requirements:

BA degree in Human Services or related field, or Criminal Justice degree preferred or a combination of four (4) years experience working with children and families and/or law enforcement, with a minimum of two years of college coursework.

Job Requirements:

1. Ability to work on own initiative to carry out program objectives and goals.
2. Willing to submit to a mandatory background check.
3. Must have a current driver's license.
4. Must be alcohol and drug free.

Approved



Date

8/22/16

Investigator, Child Protection Program

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