

**AUTHORIZING REALLOCATION OF SOCIAL SERVICE SPECIALIST AND LEAD
SOCIALSERVICE SPECIALIST CLASSIFICATIONS
DCDHS - CYF & PEI DIVISIONS**

Dane County Department of Human Services (DCDHS) Children, Youth, and Families Division (CYF) and the Prevention and Early Intervention Division (PEI) have received approval from the Dane County Human Resources Director and Dane County Department of Administration to reallocate the Social Service Specialist (SSS) from G14 to G16. CYF has also received approval from Dane County Human Resources Director and Dane County Director of Administration to reallocate the Lead Social Service Specialist from G16 to G18.

The (CYF) Social Service Specialists and Lead Social Service Specialists are paraprofessionals who work with children and families who are currently involved with Dane County Department of Human Services. The CYF Social Service Specialist and Lead Social Service Specialist have a critical role in Child Protection Services. They supervise parent/child family interaction between parents and children who have been placed outside of the parental home. In collaboration with assigned workers and the supervisor, they assist parents in developing an understanding of identified safety concerns and what is needed to mitigate those concerns. The (PEI) Social Service Specialist in the out of home care unit (position#1341) coaches foster parents and provide support, arrange meetings with the families and provide feedback when necessary. The PEI -Community Programs-Immigration SSS (position #3583) assists clients in accessing community services, and the position requires fluency both in English and Spanish. This position performs a wide variety of tasks focused on immigration, social services provision, and community outreach, including collaboration and teaming with partners and stakeholders.

Lead Social Service Specialist position #1373 will be reallocated from a G16 to G18 within payroll org 6054.

The following Social Service Specialist positions will be reallocated from G14 to G16: positions #3486, #1075, #2565, #1076, #3485, #1302, #1083, #1326, #1310, #1356, #1054, #1287, #1077, #1459, #1204, #2032 within payroll org 6054; position #3583 within payroll org 6072; and position #1341 within payroll org 6073.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors does hereby support and authorize the reallocation of 1.0 FTE Lead Social Service Specialist position #1373 (from G16 to G18) in payroll org 6054; 16.0 FTE Social Service Specialist positions #3486, #1075, #2565, #1076, #3485, #1302, #1083, #1310, #1356, #1054, #1287, #1077, #1459, #1326, #1204, #2032 (from G14 to G16) in payroll org 6054; 1.0 FTE Social Service Specialist position #1341 (from G14 to G16) in payroll org 6073; and 1.0 FTE Social Service Specialist position # 3583 (from G14 to G16) in payroll org 6072 in the Human Services Department, commensurate with a Social Service Specialist request and approval by the Dane County Human Resources Director and the Director of Administration.