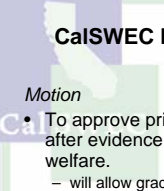


**Search Strategies & Hiring Expectations
2010 Graduating Class**

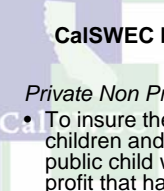
Title IV-E
Student Day Conference
April 23, 2010



CalSWEC Board Action– February 5, 2010

Motion

- To approve private non-profit search and employment after evidence of statewide job search in public child welfare.
 - will allow graduates from the 2008, 2009 and 2010 cohorts to move to a private non profit employment search in the event that they have not secured employment in public child welfare *and* they have demonstrated a statewide search for employment in the Public Child Welfare, CDSS and adoptions.
- *This motion is subject to annual review and is approved for the above cohorts only. Any consideration to future cohorts will be part of the annual review process.*



CalSWEC Board Action– February 5, 2010

Private Non Profit employment:


- To insure the graduate is serving Title IVE children and families and maintain a close link to public child welfare, employment in a private non profit that has a relationship or affiliation with the county to serve Title IVE children and families is required.
- Graduate is required to submit documentation verifying that the employing agency serves Title IVE children and families and has a relationship or affiliation with the county.



2010 cohort Requirements

A **6 month statewide employment search** in public child welfare and state adoptions is required.

- If documentation of statewide search in public child welfare is satisfactory and all accompanying documents are secured, then...
 - the graduate may search and secure employment in a private non profit serving Title IVE children and families.
- If the Graduate secures employment in a private non profit, then...
 - verification that the employing agency serves Title IVE children and families with county relationship or affiliation is required.




2010 cohort The Process

Step One: Graduate searches statewide for employment in public child welfare or state adoptions for 6 months.

Step Two: Graduate sends documentation of search to Project Coordinator.

Step Three: Project Coordinator reviews documentation.

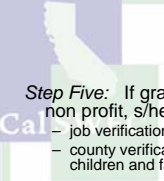
- This review insures that the Graduate has:
 - provided adequate documentation of search (see "satisfactory documentation")
 - met the statewide search requirement criteria (see "reasonable search efforts")



2010 cohort The Process

Step Four:

- **Scenario A:** If the criteria have been met, the Project Coordinator forwards the search documentation (including backup documents) to CalSWEC's central office for the master file and records. **Go to Step Five**
- **Scenario B:** If the above criteria have not been met, in consultation with the Principal Investigator, the Project Coordinator can:
 - extend the Graduates search period in increments of 3 months if this is deemed appropriate.
 - If not, the Graduate can be put into monetary payback status.
- **Scenario C:** If the above criteria have not been met and if in consultation with the Principal Investigator a waiver of employment/monetary obligation is deemed necessary, this request along with the appropriate supporting documentation must be forwarded to CalSWEC's central office for review. Current waiver policy will apply.




2010 cohort *The Process*

Step Five: If graduate secures employment in a private non profit, s/he must submit:

- job verification form filled out by employer.
- county verification that the employing agency serves Title IVE children and families with a county relationship or affiliation

Step Six : Project Coordinator reviews documentation. This review insures that the Graduate has provided the required documentation and IVE verification (see "Verification of Private Non Profit").


Step Seven: The Project Coordinator forwards job verification form and county non profit contractor verification to CalSWEC's central office.



Definitions

Satisfactory documentation:

Entries must include names of all agencies contacted during the search period, positions and level of positions applied for, date of application, name, telephone number and email of persons contacted during the entire employment search period. All responses from counties- response card, test notification, score, and place on list, interview dates, and job offer must also be documented. Copies of written and/or electronic correspondence are necessary as supporting documentation and must be attached to search forms.



Definitions

Reasonable search effort:

Is defined as making applications to all public CWS or CDSS agencies within the required area *and* keeping satisfactory documentation of the employment search. Further, the search must be intensive, ongoing and documented in a coherent manner in order to present a reliable picture of employment search.

Definitions

Verification of Private Non Profit employment:

In order to insure that the graduate is serving Title IVE children and families as well as maintaining a close link to public child welfare, the graduate will need to obtain employment in a private non profit that currently has a relationship or affiliation (contract is not required) with the county to render services for Title IVE children and families.

The documentation should be retained from the county in order to verify that the employing agency

- a) serves Title IVE children and families,
- b) and has a relationship or affiliation with the county.

This verification must be submitted with the *job verification form*.

Question & Answer
