



PUBLIC DEFENDER SERVICE CORPORATION
Government of Guam



JOB ANNOUNCEMENT
OPEN COMPETITIVE EXAMINATION

TO ESTABLISH A LIST FOR THE POSITION
SOCIAL WORKER III

Announcement No.: PDSC JA-01-2025 **OPENS: October 2, 2024**
CLOSES: Continuous until filled

PAY GRADE: N (6%+16%) **OPEN: N-1 \$55,349 P/A to N-10 \$75,984 P/A**
PROMOTIONAL: N-1 \$55,349 P/A to N-18 \$97,554 P/A

WHO MAY APPLY	Open to all Government of Guam employees and the public.
MINIMUM EXPERIENCE AND TRAINING	Three (3) years of professional social work experience and graduation from a recognized college or university with a Bachelor's degree in social or behavioral science; or, Two (2) years of professional social work experience and graduation from a recognized college or university with a Bachelor's degree in social work; or, One (1) year of professional social work experience and graduation from an accredited college or university with a Master's degree in social work; or, Any equivalent combination of experience and training beyond the Bachelor's degree which provides the minimum knowledge, abilities and skills.
NECESSARY SPECIAL QUALIFICATION	Social worker license in accordance with the Social Work Practice Act, enacted by Public Law 31-250 and later amendments, codified as Title 10 GCA, Chapter 12, Article 23. Possession of a valid driver's license.
NATURE OF WORK	This is complex professional social work involving the full application of social work principles and theories in the diagnosis, treatment, and life consultation studies of adult and children. An employee in this class performs complex professional independent work in specialized areas of the profession. Employee may serve as team leader over lower level social workers.
ILLUSTRATIVE EXAMPLES OF WORK	Provides guidance to lower level social workers on cases that are complex in nature and require further services or information. Assists in the planning and coordination of program activities. Assists in the planning, scheduling, and conducting case conferences with other disciplines for treatment planning and evaluation of clients. Interviews clients and other appropriate persons to assess cases referred to the Public Defender; identifies psychosocial problems that would interfere with treatment plan; and provides supportive counseling. Conducts home visits for follow-ups or home assessment to ensure treatment plan will be successful. Coordinates with various individuals, families and agencies to compile information for assessment or referral for Psychometric testing and evaluation. Confers with public officials, agency representatives, and other professional persons regarding specific cases. Prepares and maintains comprehensive case histories, records, statistics, reports and evaluations concerning information secured and services rendered to clients; May attend court hearings on behalf of the clients, or as requested. Adheres to and complies with all promulgated policies, standards and codes of ethical conduct. Performs other related duties as assigned.
MINIMUM KNOWLEDGE, ABILITIES AND SKILLS	Knowledge of social casework theories, principles, and practices. Knowledge of applicable computer word processing, spreadsheet and database applications.

	<p>Ability to apply and interpret rules, regulations and procedures pertaining to social work.</p> <p>Ability to understand the dynamics of individuals and group behavior.</p> <p>Ability to develop and implement individual treatment plans with flexibility and independence.</p> <p>Ability to utilize relevant personality theory, casework method, supervision, and consultation in social work practices.</p> <p>Ability to interpret programs to other staff, disciplines and community agencies.</p> <p>Ability to analyze information and make work decisions in accordance with appropriate program guidelines.</p> <p>Ability to work and communicate effectively with the public, government officials (local and federal), court employees, and to network effectively with agencies in a professional and courteous manner.</p> <p>Ability to exercise sound judgment in the solving of social work problems and make decisions in accordance with federal and local laws, policies, rules and regulations and other program guidelines.</p> <p>Ability to conduct meetings and make formal presentations.</p> <p>Ability to organize, maintain records and prepare comprehensive reports.</p> <p>Skill in the safe operation of a motor vehicle.</p>
EVALUATION METHOD	Applicants will be rated on a scale between 70.00 and 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.
PROHIBITION PURSUANT TO PUBLIC LAW 28-98	No person convicted of a sex offense under the provision of Chapter 25 of Title 9 Guam Code Annotated (GCA), or an offense as defined in Article 2 of Chapter 28 of Title 9 GCA in Guam, or an offense in any jurisdiction which includes at a minimum, all the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the government of Guam.
DRUG SCREENING	Applicants selected for and offered employment with the government of Guam shall undergo and pass a mandatory drug test before employed. This also applies to employees selected for Test Designated Positions (TDP). Failure to submit or pass such drug test shall be grounds for rescinding the offer of appointment.
WHERE TO APPLY	You may submit job applications at Public Defender Service Corporation, 779 Route 4 Sinajana during working hours 8:00 am to 5:00 pm, Monday to Friday. Or, via Email: Application and supporting documents must be attached as one file referencing the Job Announcement Number and emailed to Human Resources at hr@guampdsc.org
FOR MORE INFORMATION	Please call 671-475-3100, ext. 823, or visit our office M-F, 8:00 a.m. to 5:00 p.m.

“Public Defender Service Corporation is an Equal Opportunity Employer.”

Robbie T. Call Oct. 2, 2024

ROBBIE T. CALL
ADMINISTRATIVE DIRECTOR