

IN THE SPOTLIGHT

January 2007

BUTTE COUNTY DEPARTMENT OF EMPLOYMENT & SOCIAL SERVICES



The Butte County Department of Employment and Social Services, under the direction of the Board of Supervisors and governed by state and federal laws, is designed to administer public assistance and public social services within the County of Butte. Service delivery is to be provided promptly and humanely without discrimination, with due regard for the dignity of the individual served and in a manner that encourages self-respect and self-reliance.

The department's mission, with its close to 600 employees, is to "...administer employment and social services, preserving the dignity of children, families and adults." To assist us in accomplishing our mission, we have Community Employment Centers in both Chico and Oroville in which the majority of our staff are housed. Within these employment centers, we work collaboratively with other agencies such as the Private Industry Council (PIC); Public Health; and Child Support Services.



Eligibility staff determine eligibility for a variety of public assistance programs such as cash assistance, food stamps, medical and employment programs. The Eligibility positions provide an exceptional opportunity to utilize a variety of skills, programs. The Eligibility positions provide an exceptional opportunity to utilize a variety of skills, including "people" skills, "technical" skills, and computer skills, while assisting Butte County's citizens.

Program areas within the Department of Employment & Social Services include CalWORKs/Employment Services; Children and Adult Services; Administrative Support; Information Systems; Staff Development; Public Guardian/Public Administrator. This network of program areas within our department offers excellent opportunities for career advancement.

If you are a motivated self-starter, enthusiastic, flexible, adaptable, who enjoys helping others, Eligibility may be the place for you. Apply today!



ELIGIBILITY SPECIALIST

Monthly Salary Range: \$2,324 - \$3,115

Minimum Qualifications: High School Diploma and one year of work experience in customer and/or clerical services.

EMPLOYMENT & ELIGIBILITY SPECIALIST

Monthly Salary Range: \$2,442 - \$3,273

Minimum Qualifications: High School diploma, and one year work experience as an Eligibility Specialist or two years in customer or clerical services interviewing or gathering information for business purposes.