

NAME (Please print legibly)

**SUPPLEMENTAL APPLICATION FORM (SAF)  
SOCIAL SERVICE WORKER II – Extra Hire**

**INSTRUCTIONS:** Each candidate must complete this supplemental application form as part of the application and examination process. **Initial evaluation of your qualifications for this position will be determined by your responses to these questions. It is in your best interest to fully answer these questions; responses should be complete and specific.** Resumes may not provide sufficient response to these specific questions to adequately evaluate your qualifications. Clarity, conciseness and completeness of answers are also factors considered in the selection process. Address each question separately. **Type or write legibly in black ink.** Number and print your name at the top of each page submitted. On narrative questions, limit your response to no more than one page per question unless additional instructions indicate a different limit in your response(s).

**PLEASE NOTE:** If you are submitting this supplemental application form in person, via fax or mail, the document cover sheet in your application packet must accompany this document. You may obtain additional document cover sheets from the Human Resources Department or online by downloading an application.

**QUALIFYING EDUCATION/EXPERIENCE:**

1. Do you possess a Master's degree in Social Work?

Yes     No

If yes, indicate the degree in the education section of the standard application.

-----OR-----

2a. Do you possess a Master's degree in a two-year counseling program?

Yes     No

If yes, indicate the degree in the education section of the standard application.  
If no, answer question 2b.

2b. Will you have your Master's degree in a two-year counseling program by the time of appointment?

Yes     No

If yes, please indicate your degree and put your anticipated graduation date in the education section of the standard application.

-----OR-----

3a. Do you possess a Bachelor's degree or equivalent coursework related to the field?

Yes     No

If yes, indicate the degree in the education section of the standard application.

If you are qualifying with equivalent coursework related to the field, please list your qualifying education on a separate page include the name of the school and number of units/quarters completed.

-----AND-----

3b. Describe your four years of journey level social casework experience of which two years were in adult social services at a level comparable to the County's classes of Social Service Worker I or Social Service Worker I - Bilingual.

**NARRATIVE QUESTIONS (Please answer all questions below):**

4. Detail your experience in case assessment and documentation.
  
5. Describe any work experience you may have with each of the following client populations:
  - ♦ Culturally Diverse
  - ♦ Frail/Elderly
  - ♦ Developmentally Disabled
  - ♦ Alcohol and Drug Substance Users
  - ♦ Mentally Ill
  - ♦ Physically Disabled
  
6. Describe any experience you may have with adult clients who are alleged to be abused or neglected.
  
  
7. Describe any work experience you may have providing outreach to the community.

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I hereby certify that my answers to the questions on this application are complete and true to the best of my knowledge. I agree and understand that any misstatement of material fact contained in this application will cause me to forfeit all rights to employment with Marin County.

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Applicant's Signature

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Date