

# Agency Structure

## Background Notes

Welcome to Child Welfare! Child Welfare offices in Oregon are governed by the State and share the same mission and operate under the same policy. Some offices are small and some are quite large. For example in some offices there may be only one or two caseworkers who are responsible for all aspects of child welfare casework practice and in other offices there may be more than one hundred caseworkers who specialize in certain areas of casework practice. Regardless of the size or makeup of your office, we all share the same goal; to protect Oregon's abused and neglected children and to help families become independent, healthy and safe.

## Tasks / Assignments:

- Find out who your Child Welfare Manager is and where he/she is located. Talk with your Supervisor about what the Child Welfare Manager's role is and when you might interact with him/her. It is also a good idea to introduce yourself to the Child Welfare Manager.
- Who is your Office Manager? How can he/she be of assistance to you in your job and how can you be of assistance to him/her?
- How many Supervisors are in your office? When does your Supervisor meet with staff? Who should you contact if your Supervisor is unavailable?

## Discoveries:

- *What did you learn about the structure of the agency?*
- *What did you learn about the office you work in?*
- *Did you learn any tips from talking with others that will help you to be successful in your new position?*

