

← →

If you are interested in sharing your agency's program or service, please contact the Training Supervisor at (330)931-8043

□ — □



Job & Family Services

Child and Adult Protective Services

449 S. Meridian Street
Ravenna, Ohio 44266

24/7 Abuse/Neglect Hotline (330)296-CARE
Adoption (330)297-3809

Public Assistance and Administration

449 S. Meridian Street
Ravenna, Ohio 44266

(330)297-3750

Child Support

449 S. Meridian Street
Ravenna, Ohio 44266

(330)297-3791

OhioMeansJobs Portage County

253 S. Chestnut Street
Ravenna, Ohio 44266

(330)296-2841

Hours of Operation:

Monday-Friday 8:00 a.m. - 4:30 p.m.

Director:

Kellijo Jeffries, PHD, MSW, LSW

Portage County Board of Commissioners:

Sabrina Christian-Bennett

Anthony J. Badalamenti

Vicki A. Kline



TRAINING UNIT

Portage County Job & Family Services
Child and Adult Protective Services Division



Portage County Job and Family Services (PCJFS) provides a six week orientation program for all newly hired Children Services staff. PCJFS created a community learning model, referred to as “It Takes a Village.” We recognize everyone learns from a variety of different teaching methods and experiences.

This training program is designed to partner new hires with experienced staff to provide hands on instruction and support. Our ultimate goal is to prepare new hires to be competent, confident and committed caring professionals.



Our Program Includes:

- Introduction to all Job & Family Service divisions and community partners
- Classroom instruction with quizzes and exams
- Shadowing workers from all units
- Hands-on computer training to learn essential systems
- Direct observation of meetings and court hearings
- Self reflection exercises
- Weekly individual supervision
- Feedback in both the classroom and field
- Weekly program evaluation



VILLAGER MEETING

Villager meetings are held weekly combining senior staff, supervisors and new hires together to process through a variety of topics including:

- Case Consultation
- Ethical Decision Making
- Time Management
- Caseworker Safety
- Legal Topics
- Self Care