Madison County Department of Social Services

Connie M. Harris, MPA
Director

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5707 U.S. Hwy 25/70, Unit D
P.O. Box 219
Marshall, NC 28753

VACANCY ANNOUNCEMENT

TITLE : Social Worker II

WORKING TITLE: Adult Services Social Worker

GRADE: 67

SALARY RANGE: $52,179.03 - $55,723.20

DESCRIPTION OF WORK

Representative Payee: Serves as representative payee for wards in the employee's caseload. The employee communicates with the ward, family members, service providers and others and requests payment of the ward's benefits to ensure that the current and foreseeable needs of the ward are met.

Adult Protective Services Intake: In the absence of the Intake Social Worker, serves as a back-up for receiving and documenting reports alleging the abuse, neglect or exploitation of elderly or disabled adults.

Adult Protective Services Evaluations: In the absence of the Social Worker responsible for evaluating reports of abuse, neglect or exploitation of elderly or disabled adults, serves as a back-up for initiating reports and/or conducting evaluations.

In Home Aide Program: Responsible for providing case management services to clients who have functional, physical or cognitive impairments and receive the assistance of an in home aide to help accomplish their daily activities to be able to remain safely in their home settings.

State/County Special Assistance In-Home Program: Responsible for providing case management services for low-income clients receiving a monthly cash supplement who need the level of care found in an adult care home but prefer to live safely at home.

Regular, predictable work attendance is required. Performs other duties as assigned.

MINIMUM TRAINING AND EXPERIENCE

Master's degree from an accredited school of social work; or a bachelor's degree from an accredited school of social work and one year of social work experience; or a four year degree in a human services field and two years of social work or a four year degree and three years of experience.

CONDITIONS OF EMPLOYMENT

Each applicant who is tendered an offer for employment for any position with Madison County Department of Social Services shall be tested for the use of the drugs specified in the agency policy. Refusal to submit to testing shall be a basis for withdrawal of the conditional employment offer. Valid NC Driver's License and own transportation required. Criminal Background Check required.

APPLICATION PROCESS

Applicants will be given credit only for information provided in response to this announcement. No additional information will be solicited or considered by this office, therefore, persons who submit incomplete applications may not receive full credit for their education, training and experience. Applicants will not automatically be given credit based on their position title.

A NC State Application Form (PD 107) and college transcripts may be submitted in person, by mail, email or fax to:

Madison County DSS
5707 U.S. Hwy 25-70, Suite 1
Marshall, NC 28753
Attn: Connie M. Harris, Director
charris@madisoncountync.gov
Fax: 828-649-3687

AN EQUAL OPPORTUNITY EMPLOYER

CLOSING DATE: Open Until Filled