



Madison County Department of Social Services

Connie M. Harris, MPA
Director

Telephone: 828-649-2711
Fax: 828-649-3687

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

VACANCY ANNOUNCEMENT

POSITION: Social Work Supervisor III (Child Welfare)

GRADE: 73

SALARY: \$58,656.00 / \$28.20 per hour

DUTIES/RESPONSIBILITIES:

This position provides direct supervision and consultation to social workers responsible for investigating/assessing Child Protective Services reports during working hours and when a response is required after working hours, the provision of In-Home Services, and Child Protective Services Intake.

This supervisor will monitor compliance with rule/law/policy, review case documentation, teach/train/coach social workers, will staff and authorize all case closures, participate in all Court-related matters, participate in hiring/disciplinary actions, attend Child and Family Team Meetings, capture statistical data and produce reports as needed and represent the agency on external boards and committees in the community.

This supervisor will be accountable for and responsible to ensure that this unit follows State policy and meets State and Federal performance standards. The supervisor will assure quality, accuracy and timeliness of service provision and case management; review cases for program compliance and quality of service and monitor caseloads.

This supervisor will provide regular and frequent individual supervision to social workers in accordance with agency and State policy as well as conduct regular staff meetings.

Work in this area involves a thorough understanding of Social Work assessment techniques, treatment approaches, family system dynamics and intervention, all of which may be supportive or crisis in nature. This supervisor will need to use considerable judgment in determining client's safety and risk factors.

This supervisor will promote coordination and cooperation between our agency and other agencies, local officials, community and regional officials. Also, the work involves considerable knowledge of legal and administrative aspects of state mandated programs.

This supervisor will work in disaster shelters when necessary and will perform other duties as assigned.

This position is classified as exempt under the Fair Labor Standards Act.

KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of methods and principles of casework supervision and training. Considerable knowledge of social work principles, techniques and practices and their application to specific casework and community problems. Considerable knowledge of behavioral and socioeconomic problems and their treatment and governmental and private organizations and community resources. Considerable knowledge of the laws, regulations and policies which govern social work programs. Ability to supervise, train, or orient social workers, interns and other staff. Ability to express ideas clearly and concisely and to plan and execute work effectively. Regular and predictable work attendance is expected and is required.

MINIMUM TRAINING AND EXPERIENCE: Master's degree in social work from an appropriately accredited institution and two years of directly related experience; or a bachelor's degree in social work from an appropriately accredited institution and three years of directly related experience; or a master's degree in a human services field from an appropriately accredited institution and three years of directly related experience; or a bachelor's degree in a human services field from an appropriately accredited institution and four years of directly related experience; or a bachelor's degree from an appropriately accredited institution and five years of directly related experience; or an equivalent combination of education and experience.

EXPERIENCE PREFERRED: At least three years of experience working in Child Welfare within a North Carolina County Department of Social Services.

CONDITIONS OF EMPLOYMENT: Must have valid NC driver's license and reliable transportation. All applicants tentatively selected for this position will be required to submit to a urinalysis to screen for illegal drug use. A criminal records check will be conducted. Must be flexible in work hours as after-hour work is required.

HOW TO APPLY: 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.

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

Connie M. Harris, MPA
Director
Madison County DSS
5707 U.S. Hwy 25/70, Suite 1
Marshall, NC 28753

or
charris@madisoncountync.gov

AN EQUAL OPPORTUNITY EMPLOYER

CLOSING DATE: Open until Filled

