



# 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 III  
**WORKING TITLE:** Foster Care Social Worker  
**GRADE:** 69  
**SALARY RANGE:** \$32,080 - \$40,024

### DESCRIPTION OF WORK:

The primary purpose of this position is to achieve a permanent home for children in the custody of the Madison County Department of Social Services. Social Work services include case management centered practices focused on family-centered goals, while working towards establishing a permanent plan for the children. The social worker also ensures that the child's educational, medical and psychological needs are being met. The social worker collaborates with other professionals in addition to providing direct services such as: supervising visits between child and parent, telephone calls to parent, child and foster parent visits; assessing the strengths and needs of the family and child to arrange, provide, and facilitate appropriate services; gathering information from collaterals, informing parties about appointments, and home visits; preparing reports, such as court reports, case plans, safety/needs assessments; court testimony and discussions with Attorney, GAL, Parents, and Foster Parents; transportation to medical appointments, mental health, court for children and for visitation. Flexible working hours are required. Must have a vehicle available for work and have a valid NC driver's license.

Interested applicant must have the ability to work effectively with children and adults. Ability to communicate well orally and in written form. Ability to work under pressure and stress. The person hired into this position must be mobile, in that most of job takes place outside of office (client's homes, court rooms, schools, placements, etc.), must be able to observe and report observations; and must be able to communicate with persons from a range of social and economic backgrounds and a variety of mental capacities. Worker works in disaster shelter when assigned and will perform other duties as assigned.

This is a full time position with benefits.

### MINIMUM TRAINING AND EXPERIENCE:

Master's degree in social work from an accredited school of social work; Bachelor's degree in social work from an accredited school of social work and completion of the Child Welfare Collaborative (Child Welfare positions only); Bachelor's degree in social work from an accredited school of social work and one year directly related experience; Master's degree in a human services field and one year of directly related experience; Bachelor's degree in a human services field from an accredited college or university and two years directly related experience; Bachelor's degree from an accredited college or university and three years of directly related 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. Degree must be received from appropriately accredited institution.

**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) 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

**AN EQUAL OPPORTUNITY EMPLOYER**

or  
[charris@madisoncountync.gov](mailto:charris@madisoncountync.gov)

or  
Fax: 828-649-3687

**Certified College Transcripts are required and may be submitted by mail to the address above or can be hand delivered to:**

Madison County DSS  
5707 U.S. Hwy 25-70 Suite 1  
Marshall, NC 28753

**CLOSING DATE: Open Until Filled**