

# Washington County

## Department of Social Services

### We have great benefits...

\*Free Health Insurance for employees \*Dental Insurance \*Longevity Pay \*401-K \*Life Insurance \*Accrued Vacation/Sick Leave \*11 Paid Holidays \*Travel Reimbursement and More!!!

### Career Opportunity SOCIAL WORK SUPERVISOR III

**SALARY GRADE – 73**

**SALARY RANGE: \$45,233 - \$67,044**

### **APPLICATION (PD-107) MUST BE TYPED**

#### **DESCRIPTION OF WORK:**

This position is responsible for directing and supervising the work assigned to the Adult Services Unit in the agency. The Supervisor is responsible for supervising the agency's Adult Protective Services Programs, Community Alternatives for Disabled Adults Program, Intake for Crisis and Energy Programs and Work First Employment Services.

Some representative duties and responsibilities include: planning and conducting conferences with staff to interpret local, state and federal regulations and policies; assigning and monitoring cases to ensure policies, procedures and practices are followed; planning intake and assigning Social Workers to after-hours call duty; performing performance evaluations of staff; monitoring, reviewing and completing reports on hours worked, services provided and/or other information related to staff or programs and services and other duties and responsibilities as assigned. This work is performed under the supervision of the Director and is reviewed through regular conferences and periodic reports.

**Minimum Training and Experience Requirements:** - 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.

#### **\*Out of County Travel Is Required**

**Application Process:** Applicants for this position should submit a completed State of North Carolina application (PD-107) (with supplemental sheet if necessary to capture all work history) and college transcripts to Cathy Ange at the Washington County Center for Human Services located at 209 E. Main Street in Plymouth, NC 27962 or by mail at PO Box 10, Plymouth, NC 27962 by Friday, July 31, 2020 at 5:00 pm.

**DEADLINE for applications is by Friday, July 31, 2020 at 5:00pm.**

**POSTING DATE: July 17, 2020**

**Drug Screening Test Required**

*Washington County Department of Social Services  
PO Box 10  
Plymouth NC 27962  
Equal Opportunity/Affirmative Action Employer*