**LEE COUNTY DEPARTMENT OF SOCIAL SERVICES**

**POSITION ANNOUNCEMENT**

**POSTED:** Inside/Outside Lee County DSS 3/29/2021

**POSITION:**  Social Work Supervisor III – Intake, On Call, In Home Services

**DATE AVAILABLE:** April 19, 2021

**SALARY/GRADE:**  Grade 73 -- Range: $54,910---$85,111

**DUTIES/RESPONSIBILITIES:** This position is the supervisor for Child Protective Services. The primary purpose of this position is supervision of employees in CPS, which includes planning for reviews and transfer of cases, implementations of new policies and procedures, preparing budget data to submit to DSS Director for the fiscal year budget, monitoring work of CPS staff for compliance with standards/policies/procedures, distribution of work load to ensure standards are met and to identify staffing needs, in-home services, review of cases, organizing and directing work throughout the unit, and any other duties as assigned. **This position is classified as exempt.**

**Knowledges, 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 lower-level social workers, students, interns, or other staff. Ability to express ideas clearly and concisely and to plan and execute work effectively.

**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.

**Preference** will be given to those with at least 2 years of supervisory experience in Child Welfare and/or extensive experience In Home Services. A NC Driver’s License is required.

**CLOSING DATE FOR APPLICATIONS/TRANSFERS:** **April 16, 2021 at 5:00p.m**.

Submit a completed State Application PD-107 and transcript to the attention of Lee County Department of Social Services Personnel Office, 530 Carthage Street, PO Box 1066, Sanford, NC 27331. **NO RESUMES ACCEPTED UNLESS A COMPLETED STATE APPLICATION FORM IS ATTACHED.**

Pre-employment drug screening required

EQUAL OPPORTUNITY EMPLOYER