

**Board of Social Services**  
Kaye Seymour, Chair  
Dr. Mural Lanier, Vice Chair  
Yazmin Acosta  
Derek Burress  
Lorraine Washington



**Interim Director**  
Suzanne Gray, MSW

# Greene County Department of Social Services

## COUNTY SOCIAL SERVICES DIRECTOR

The Greene County Board of Social Services is seeking qualified applicants for the Social Services Director position. The successful candidate will manage a variety of optional and required programs in this largely rural county with a population of 21,033. The Department of Social Services' budget for Fiscal Year 2020-21 is approximately \$4 million, and there are 48 employees. Applicants must meet the following qualifications established by the North Carolina Human Resources Commission.

**KNOWLEDGE, SKILLS AND ABILITIES:** Thorough knowledge of the legal and philosophical basis for public welfare programs. Considerable knowledge of principles and practice of social work. Thorough knowledge of management principles, techniques and practices. Knowledge of the agency's organization, operation and objectives and applicable federal and state laws, rules and regulations. Ability to exercise sound judgment in analyzing situations and making decisions; direct employees and programs in the various areas of responsibility; and develop and maintain effective working relationships with the public and with federal, state and local officials.

**MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:** A master's degree in social work and two years of supervisory experience in the delivery of client services; or a bachelor's degree in social work and three years of supervisory experience in the delivery of client services, one of which must have been in Social Services; or graduation from a four year college or university and three years of supervisory experience in the delivery of client services, two of which must have been in Social Services; or an equivalent combination of training and experience.

Preference will be given to candidates with extensive experience in the development and administration of a variety of social service programs in a social services organization in North Carolina. Considerable skill and experience in the supervision of social work and/or income maintenance staff are required. The salary range is \$ 56,489 to \$ 72,023 and actual salary will depend upon the experience, education and salary history of the candidate chosen. Interested candidates must complete and submit a North Carolina State Application Form (PD-107). The completed application and supplemental materials must be received by 5:00 pm on or before the closing date. Applications may not refer to a resume or other enclosed documents nor will these items be accepted in lieu of a completed application. Unofficial transcripts are acceptable for application purposes. If selected for employment, official transcripts will be required.

The closing date for accepting applications is April 30, 2021.

Interested candidates must complete and submit a North Carolina State Application Form (PD-107) to:

Kaye Seymour, Greene County DSS Board Chair  
Attention: Michelle Shackelford  
227 Kingold Blvd; Suite A  
Snow Hill, NC 28580

*Greene County Department of Social Services is an Equal Opportunity Employment Agency and complies with the requirements of the Americans With Disabilities Act.*