

# VACANCY ANNOUNCEMENT

Date: June 04, 2021

## Greene County Department of Social Services

227 Kingold Blvd; Suite A  
Snow Hill, NC 28580

**CLOSING DATE: June 30, 2021**

### Social Work Supervisor III - Child Welfare

Position #: 179-40-502 Salary Grade: 73

Salary Range: \$48,798 - \$59,254 Starting salary may be lower if not fully qualified

Permanent Full Time: 8 am to 5 pm Monday through Friday

### DESCRIPTION

The primary purpose of this position is to manage the Child Welfare unit, which includes the following programs: Child Protective Services-Investigation/Assessments, On-Call Social Worker, Foster Care, Adoptions, In-Home Services and Foster Home Licensing. The position is responsible for the day to day supervision and work assignments for the staff assigned to the unit. The person in the position is also responsible for participating in the agency budget process by preparing a budget for the unit, ensuring adequate training of each unit member and ensuring that the staff has the necessary supplies and equipment to operate. This position ensures that all programs and services in the work group are provided according to programmatic policies of the Federal, State and County governments, as well as the policies approved by the County Board of Social Services. This position is responsible for planning, organizing, directing and leading the activities related to Children's Services and ensuring the overall quality of the delivery of professional human services. This position is responsible for providing educational, supportive and administrative supervision of the staff in the unit.

### EDUCATION AND EXPERIENCE

Master in Social Work from an accredited school of social work and at least one year of social work or counseling experience; or a Bachelor in Social Work from an accredited school of social work and 2 years of social work or counseling experience; or a Master's Degree in a counseling field including at least 15 semester hours in courses related to social work/counseling and 3 years of experience; or a 4 year degree and 4 years of experience in social work or a closely related field.

### HOW TO APPLY

## A NC PD-107 APPLICATION IS REQUIRED.

You may download the PD-107 application from the Greene County site at [www.greencountync.gov/job-listings](http://www.greencountync.gov/job-listings); select DSS & Health PD107 Application or the NC Office of State Human Resources site.

**Applications must be completed in full. Do not leave any boxes blank - fill with N/A when needed.** Do not write "see resume" in lieu of filling out the education and work history. **Application must be signed to be considered.**

Please mail application and transcripts to the attention of Michelle Shackelford at Greene County DSS 227 Kingold Blvd; Suite A Snow Hill, NC 28580. Application may be faxed to (252) 747-7553 or e-mailed to [michelle.shackelford@greencountync.gov](mailto:michelle.shackelford@greencountync.gov)

*We are an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.*