**Position**: Director – Social Services

**Salary Range**: $80,588.50 - $113,869.44

**Opening Date**:January 12, 2022

**Closing Date**:January 26, 2022

**Position Description**:

Alexander County is searching for a dynamic leader to join our team as the Director of Social Services. This position plans, organizes, and supervises the financial, economic services, and social work functions of the department to assist in improving the well-being and self-sufficiency of county citizens. Social Services is part of a consolidated human services system and under the general supervision of the Consolidated Human Services Director.

**Responsibilities**:

* Provides day to day supervision of program supervisors, including fiscal and facility management.
* Ensures agency compliance with general statutes, mandates and programs.
* Manages the departmental budget including oversight for contracts, accounts receivable and other accounting functions.
* Works with the CHS Director to develop and implement agency policies and procedures.
* Ensures the security and safety of staff and clients.
* Initiates and coordinates the interviewing process for all vacant positions.
* Plans and reviews organizational effectiveness regarding operational issues and service.
* Monitors grants and contract monitoring activities for the agency.
* Serves as a member of the preparedness team and response operations in the event of an emergency/natural disaster.

**Qualifications**:

* Master's degree in social work and two years of supervisory experience in the delivery of client services; or
* 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
* A four-year degree 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.
* Preferences: Experience as a DSS Director from another North Carolina County, or extensive experience as an Assistant DSS Director or Programs Administrator.