



HENDERSON COUNTY HUMAN RESOURCES DEPARTMENT

112 FIRST AVENUE WEST
HENDERSONVILLE, NC 28792

Memo

To: All Interested Candidates
From: Karen Ensley, Human Resources Director
Date: January 12, 2022
RE: **JOB POSTING – One (1) Full Time Social Work Supervisor III – Adult Services**
Department of Social Services

Duties and Responsibilities: This position will provide direct supervision and management to the In-Home/Community Services Unit and Adult Protective Services (Unit II); will be accountable to insure the unit meets goals and performance expectations, standards, agency/state policy, Board of Social Services/Director policy; conducts unit management activities of planning, training, personnel and human resources management, responsible for the oversight of Medicaid Administrative Claiming coding, and direct the flow of the unit work. This position will share on-call supervisory duties.

Qualifications: Considerable knowledge of the methods and principles of caseworker supervision, training, administration, laws, regulations, and policies which govern the programs, including a thorough knowledge of all relevant manual material, governmental and private organizations and public and private resources in the community, social work principles, techniques, practices to specific casework and community problems; knowledge of family system dynamics, medical, behavioral, psychological, and social dysfunctions, various modalities of therapeutic intervention. Ability to supervise, train, and direct social workers, and student interns, establish and maintain effective working relationships with administrative supervisors, associates, supervisors, clients, and other community professionals; express ideas clearly and concisely and to plan and execute work effectively; provide encouragement and support to workers in crisis situations, as well as day to day supervision. Ability to represent the agency on various community boards and organizations.

Master's Degree from an accredited school of social work and two years of social work or counseling experience; or a bachelor's degree from an accredited school of social work and three years of social work or counseling experience; or a master's degree in a counseling field and three years of social work or counseling experience; or four-year degree in a human services field and four years of social work or counseling; or graduation from a four-year college or university and five years of experience in rehabilitation counseling, pastoral counseling or a related human services field providing experience in the techniques of casework, group work or community organization; or an equivalent combination of training and experience.

College transcripts should be attached.

Applications must be obtained, fully completed, and submitted to Henderson County HRD by mail 112 First Avenue West, Hendersonville, NC 28792, by email (hrd@hendersoncountync.gov), or by fax (828) 698-6184. Please see our website, www.hendersoncountync.gov/hr and refer to the Additional Applicant Information section for more detailed instructions.

The deadline for application is: **5:00 pm on January 26, 2022**

Starting salary range: \$52,650.00 – 92,118.00
Hiring salary will be determined based on qualifications and internal equity.

Grade: 78A

Phone: (828) 697-4669 ♦ Fax: (828) 698-6184
hrd@hendersoncountync.gov
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