**Position**: Social Worker III – APS

**Position Status**: Full-Time

**Department**: Social Services

**Salary Range**: $40,365.00 - $57,034.69

**Opening Date**:March 16, 2022

**Closing Date**:March 30, 2022

**Position Description**:

An employee in this class is responsible for reports of abuse, neglect, and dependency of adults; assessing the risk of harm, determining safety, and providing services to reduce risk and promote safety, including the court system, when necessary. An employee in this position will manage a caseload utilizing social work skills to work with adults and their families. The position is charged with the completion of investigative plans, risk assessments, strength and needs assessments, performing contact standards, and providing continuous monitoring. The employee must demonstrate a high level of knowledge and good judgment in assessing whether an Adult is able to remain safely in his or her home, seek supervisory or attorney consultation, and take swift and appropriate action. Work also involves the role of an Adult Home Specialist. Work in this role involves handling complaints, evaluating residents' care plans, monitoring compliance, and enforcing corrective action as needed for Adult Care Homes. Work is performed under the general supervision of the Social Work Supervisor III.

**Responsibilities**:

* Assumes the role of the local contact person for information and consultation of potential for adult/family care home.
* Monitors personal funds for the residents, activities, admissions/discharges, medications management, fire safety & physical environment, food service, healthcare, management & personnel, personal care & supervision, written policies, and Residents' Bill of Rights.
* Evaluate residents’ individual care plans. A plan of action is developed to address issues identified in the evaluation.
* Provides formal training for adult/family care home staff arranges training and/or notifies the facilities of training available.
* Provides monitoring visits to evaluate the safety and quality of resident care by reviewing a facility's compliance with licensure rules and action plan.
* Investigates complaints regarding resident care or operations of the homes, whether reports are made to the Division of Facility services or to the local DSS.
* Reviews and scrutinizes incident/accident reports completed by the facility.
* Enforces corrective action by citing the specific NC administrative procedures code number and the violations or deficiency, including how the violation or deficiency was confirmed.
* Enforces negative licensure action and administrative penalties by monitoring when a home is substantially out of compliance with the licensure rules or residents' rights and evaluating the methods of enforcement and whether licensure actions are appropriate.
* Investigates to ascertain the validity of reports that an adult/family care home is operating without a license and determines whether or not the home is subject to licensure.
* Assures appropriate use of clients' income to meet their needs when DSS has been appointed as representative payee.
* Responsible for the goal of strengthening the client's basic skills in money management.
* Performs interrelated locating, coordinating, and monitoring appropriate services for an individual.
* Evaluate the client’s situation to determine the need for initial or continuing care management services.
* Assesses and reassesses the service needs of clients developing and implementing a Client/Family Service Plan to meet the service needs of the client.
* Participates in team meetings, staffs case with supervisor and team.
* Invokes court action when vulnerable individuals cannot remain safely in their homes.
* Seeks direction through legal consultation and completes all necessary court paperwork.
* Completes all necessary documentation including narratives that record all activities in sequential order, risk assessments or reassessments, strengths and needs assessments, team meeting documentation, and relevant medical and educational information within required timeframes.
* Attends local and state-mandated training as well as professional development conferences, seminars, and webinars.

**Qualifications**:

* Master’s degree from an accredited school of social work and one year of social work experience; or
* Bachelor’s degree from an accredited school of social work and two years of social work or counseling experience; or
* Master’s degree in counseling field and two years of social work or counseling experience; or
* A four-year degree in human services field or related curriculum and three years of social work or counseling experience; or
* Graduation from a four-year college or university and four years of experience in rehabilitation counseling, pastoral counseling or a related human service field providing experience in the techniques of casework, group work or community organization; or
* An equivalent combination of training and experience.
* One year of work experience can be credited for completion of the social work collaborative.