

Edgecombe County Department of Social Services
P. O. Box 370
122 E. St. James Street
Tarboro, NC 27886

Social Work Supervisor III
Salary: \$43,191.00

Position Description:- 165-40-503

This position is located within Child Welfare Services and work in this position involves the supervision of a staff of social workers that provides direct and/or indirect services to clients. This position supervises FFK Team II which consists of four Social Worker Investigative/Assessment and Treatment workers. Position is responsible for assigning cases to subordinates, coordinating work flow operations, and supervising staff through case review and consultation. Position is also responsible for staff training, resolving problems and ensuring that quality services are provided. Some after-hours supervision is required. A valid NC State driver's license and access to a passenger vehicle is required. Employees operating their personal vehicles for county business must maintain the minimum liability coverage required by the state of North Carolina in accordance to the County Fleet Policy and Employee Safety Program (page 10 section G.) This position performs disaster related duties during emergency disasters and shelter openings. Position performs other duties as assigned. This position is located at the Human Services Building in Tarboro; however, office location may change based on the needs of the agency.

Knowledge, Skills, and Abilities:

- Knowledge of methods and principles of casework supervision and training; considerable knowledge of social work principles, techniques and practices and their application to specific casework and community problems;
 - Considerable knowledge of behavioral and socioeconomic problems and their treatment and governmental and private organizations and community resources.
 - Considerable knowledge of the laws, regulations and policies which govern social work programs.
 - Ability to supervise, train, or orient lower-level social workers, students, interns, or other staff.
- Ability to express ideas clearly and concisely and to plan and execute work effectively.

Minimum Training and Experience Requirements

- Master's degree from an accredited school of social work and two years of social work or counseling experience;
- Bachelor's degree from an accredited school of social work and three years of social work or counseling experience
- Master's degree in a counseling field and three years of social work or counseling experience
- Four-year degree in a human services field or related curriculum including at least 15 semester hours in courses related to social work or counseling and four years of social work or counseling.
- 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.
- Preferences: Prefer applicants with strong computer skills and working knowledge of Microsoft Office. Preferences include strong verbal and written communication skills. Bilingual applicants encouraged to apply.

Application Period: 09/08/2014 through 09/17/2014

Application Deadline: September 17, 2014 @ 5:00 p.m.

Application Process: Applications are available online at www.edgecombecountync.gov. Applications can be picked up at the Social Services Office at 301 S. Fairview Rd., Rocky Mount, NC 27801.

Applications are to be returned to Nora Harper, Personnel Assistant at 301 S. Fairview Rd., Rocky Mount, NC 27801. Applications are also available at the Edgecombe County Manager's Office at 201 S. Andrew St. Tarboro, NC 27886. Applicants may apply through the Division of Employment Security. Electronic copies, fax copies, incomplete or unsigned applications will not be considered. Official transcripts are required.

Any transcript(s) of undergraduate and/or graduate degree(s) is required at the time of application. Degrees must be received from appropriately accredited institutions.

AA/EOE