

**POSITION: Social Work Supervisor III**  
**DEPARTMENT:** Department of Social Services  
**Position Number:** 530016  
**Grade:** 34  
**Starting Salary:** \$56,899.00  
**Posted:** April 4, 2024  
**Closing Date:** April 18, 2024



### **GENERAL DEFINITION OF WORK**

The Social Work Supervisor III in this position is employed by the Macon County Dept. of Social Services. The Dept. of Social Services is a local government entity whose daily work falls under various divisions and offices within the general administration of the NC Dept. of Health and Human Services. Specifically, the Social Work Supervisor III guides and coordinates day-to-day activities of the social workers engaged in both voluntary and involuntary casework, group, and community services administered by the Dept. of Social Services. Work involves the assignment of cases to workers for investigation or assessment, diagnosis, and treatment or referral; the review of cases for quality of service and compliance with regulations; and the training and supervision of workers through individual conferences, unit staff meetings, and departmental staff meetings; employee recruitment and retention; and serves on the management team for budgetary and administrative functions.

The Social Work Supervisor III provides direct supervisory/managerial functions to both adult and child welfare programs, including: Adult Protective Services; Guardianship; Payee Services; Adult Care Home Monitoring; Adult Daycare Monitoring; Adult Daycare Subsidy; Adult Placement; Supportive Services; Foster Care Home Licensure; adult and child welfare intake; and Adoption Services.

### **MINIMUM EDUCATION AND EXPERIENCE**

#### *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 social workers, students, interns, or other staff. Ability to express ideas clearly and concisely and to plan and execute work effectively

#### *EDUCATION AND EXPERIENCE*

Masters degree in social work from an appropriately accredited institution and two years of directly related experience; or a bachelors degree in social work from an appropriately accredited institution and three years of directly related experience; or a masters degree in a human services field from an appropriately accredited institution and three years of directly

related experience; or a bachelors degree in a human services field from an appropriately accredited institution and four years of directly related experience; or a bachelors degree from an appropriately accredited institution and five years of directly related experience; or an equivalent combination of education and experience. May consider qualified work against status at lower salary and grade.

### **SPECIAL REQUIREMENTS**

- A valid driver's license
- A transcript of the highest degree obtained is required

### **HOW TO APPLY:**

Applicants must register online or in person with NCWorks. A State application (PD-107) is required and may be obtained at and submitted to the  
NC Works Career Center  
23 Macon Avenue  
Franklin, N.C.

### ***Mail to:***

5 West Main Street  
Franklin, NC 28734

And must be submitted on or before the closing date. **Online applications are not available.** Please include 3 references with contact information and a valid email address for all correspondence from the employer to the applicant. Resumes will not be considered.

**AN EQUAL OPPORTUNITY EMPLOYER/ADA EMPLOYER  
All prospective employees are subject to a criminal background check**