



Macon County Dept. of Social Services

Administration

1832 Lakeside Drive · Lakeside Government Complex

Franklin, North Carolina · 28734-6778

Tel: 828-349-2124 · Fax: 828-349-2401

<https://www.maconnc.org/dss>

R. Patrick Betancourt
Director

VACANCY ANNOUNCEMENT

DATE: December 3, 2025

CLOSING DATE: January 15, 2026

POSITION: County Social Services Director

POSITION #: 530001

SALARY RANGE: County Grade 40 - \$80,109.42 - \$120,164.17 salary range

RESPONSIBILITIES:

The primary purpose of the Macon County Dept. of Social Services Director is to carry out the daily managerial/supervisory functions of mandated federal, state, and local public social service programs as established under NC Gen. Stat. Chapter 108A in accordance with applicable federal and state laws, rules, and policies. The general duties and responsibilities of the County Social Services Director are outlined under [N.C. Gen. Stat. § 108A-14](#) including, but not limited to:

- Overseeing the implementation of public assistance and social services programs for a county population of approx. 38,000, ensuring compliance with relevant federal and state regulations through the management of a diverse team of more than 75 staff members;
- Developing and monitor an agency budget in excess of \$6M in consultation with the governing Social Services Board and in collaboration with County Administration and County Commissioners – this includes authorizing approved expenditures and seeking budget adjustments as needed, supervising agency-wide fiscal operations, and maintaining integrity and sound fiscal stewardship of public funds;
- Appointing necessary agency personnel and provides oversight of all personnel functions related to the recruitment, selection, orientation, promotion, discipline, and termination of agency employees in accordance with federal merit standards, State Human Resources Act provisions, and County personnel policies while empowering leadership staff to manage daily operations of various social services and programs;
- Administering the programs of economic public assistance and social service programs established under NC Gen. Stat. Chapter 108A; and
- Ensuring that social work staff fulfill the Director's statutory obligation in the administration of both Child and Adult Welfare Services.

KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of the legal and philosophical basis for public welfare programs. Considerable knowledge of principles and practice of social work. Thorough knowledge of management principles, fiscal responsibilities, personnel management techniques, and general practices of a public social services agency. Knowledge of the agency's organization, operation and objectives and applicable federal, state, and local laws, rules, and policies. Ability to exercise sound judgment in analyzing situations and making decisions; direct employees and programs in the various areas of responsibility; and develop and maintain effective working relationships with the general public, and with federal, state, and local officials.

Our mission: Partnering to promote, protect, and strengthen our community.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

A Master's degree in Social Work and two years of supervisory experience in the delivery of client services; or a 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 graduation from a four-year college or university 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. Candidate qualification for this position is determined by the NC Office of State Human Resources.

SPECIAL CONSIDERATIONS AND SELECTION PROCEDURES:

Must have valid state-issued driver's license.

HOW TO APPLY:

Complete a PD- 107 state application [PD107-2.2023 \(fillable\).pdf](#) along with three references and mail to:

Macon County Dept. of Social Services
Attn: Director Search Committee
1832 Lakeside Drive
Franklin, NC 28734

or email completed applications to: DSSdirectorsearch@maconnc.org.

NOTE: Resumes submitted without a completed application will not be considered.

AN EQUAL OPPORTUNITY EMPLOYER/ADA EMPLOYER