



# JONES COUNTY

*North Carolina*

Department of Social Services  
Jessica Adams, Director

## VACANCY ANNOUNCEMENT

**Position:** County Social Services Director

**Salary Range:** \$73,041-\$82,639

**Description of Job Duties:** This is directive/managerial work in serving as the executive officer of the county board of social services executing the authority of the board as defined in GS 108A-14. As agency director, employees direct other managers/supervisors, professional, paraprofessional, and support staff in the delivery of agency services and provide leadership and direction for program development, establishing program standards and monitoring and evaluating quality of service delivery systems. Employees supervise budget activities and may maintain direct involvement in conflict/complaint resolution, staffing and personnel issues and serve as the principle spokesperson for the agency relative to program issues. Work also involves representing the agency with government officials, other human services providers, and a variety of advocacy groups to influence the decision making process in order to ensure adequate resources for program maintenance and expansion and the delivery of comprehensive services. Employees are appointed by and report to a local board of social services.

**Knowledges, 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, techniques, and practices. Knowledge of the agency's organization, operation and objectives and applicable federal and state laws, rules, and regulations. Ability to exercise sound judgment in analyzing situations and making decision's; 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.

**Minimum Training 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.

**Additional Requirements:** An official college transcript of undergraduate and graduate studies will be required of the successful candidate. Candidates will be subject to a criminal background check. A valid North Carolina Driver's License and access to a vehicle. Prefers candidate reside within a 50 mile radius of Jones County, NC.

**How to Apply:** Interested candidates must complete and submit a signed North Carolina State Application (PD-107) to:

Angelica Hall  
Jones County Human Resources Director  
418 NC Hwy 58N  
Trenton, NC 28585

Or

NC Works Career Center  
2836 Neuse Boulevard  
New Bern, NC 28562

**Closing Date: May 31, 2021**

*Jones County Department of Social Services is an Equal Opportunity Employer*