

Moore County Director of Social Services

Known as the “Home of Golf”, Moore County, North Carolina is consistently rated as one of the best places to live. In addition to being considered one of the safest County’s in the State, Moore County offers its residents a variety of benefits to include a moderate climate, first rate medical care at Moore Regional Hospital and its affiliates, Parks and Recreation programs, exceptional schools and new school projects.

The Moore County Board of Social Services is seeking qualified applicants for the position of Social Services Director. This position will serve as the director of the department, working in a range of general administrative and management functions to ensure compliance and adherence to all relevant federal and state laws, regulations and statutes; supervise a staff of 100+ employees and is responsible for administering a total budget of approximately \$10.5 M. The position is responsible for budget planning, preparation and reconciliation; assessment and interpretation of program needs; securing approval of funding from the Board of Social Services and the County Board of Commissioners; responsible for the recruitment, employment and retention of personnel and personnel management; responsible for the development and implementation of local agency programs, policies and procedures; projection of future needs; and evaluates agency’s overall efficiency and effectiveness. The position represents the agency in community planning, working with the media and directing community relations in the agency.

The successful candidate will possess exceptionally effective communication skills, unquestionable integrity, and the ability to maintain public trust. The successful candidate will also have a comprehensive knowledge of the principles and methods of administration, including planning, directing, and personnel and fiscal management; human behavior; current social, economic, legal and health problems associated with program activities; public welfare policies and programs and the laws upon which they are based; considerable knowledge of positive marketing strategies; positive reinforcement theory in leadership; working knowledge of and the ability to develop internal guidelines and monitoring strategies for all employees; proven effective leadership skills; the skill and ability to set goals and high expectations for employees and self; to set and interpret measurable goals for the organization and the data accrued monthly and annually; to prepare and present easily read charts, graphs and data explanations; to interpret monthly and annual data; to plan, organize, and direct a large staff of professional and nonprofessional employees; ability to plan and execute effective in-service training and staff development programs; ability to express complex ideas effectively, orally and in writing.

Minimum Training and Experience - Master’s degree in social work from an appropriately accredited institution and two (2) years of supervisory experience in the delivery of client services; **or** Bachelor’s degree in social work from an appropriately accredited institution and three (3) years of supervisory experience in the delivery of client services, one (1) of which must be in Social Services; **or** Graduation from an appropriately accredited institution four year college or university and three (3) years of supervisory experience in the delivery of client services, two (2) of which must be in social services, **or**

an equivalent combination of education and experience. Preference will be given to applicants with at least five (5) years of high level work experience in a managerial or supervisory capacity.

The successful candidate will be required to reside in Moore County within nine (9) months of hire.

Salary will be based on education and experience within the range of **\$89,896 to \$134,845**.

Interested candidates must submit a completed Moore County employment application and a copy of college transcripts. The application can be accessed at: <https://www.moorecountync.gov/human-resources/careers>

To be considered for this position, completed applications must be submitted online by Thursday, January 31, 2019.

The County of Moore is a drug-free workplace and Equal Opportunity employer.

In compliance with the Immigration Reform and Control Act of 1986, Moore County will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States. Moore County is an E-Verify participant.

All applicants tentatively selected for this position will be required to submit to a background check, pre-employment drug test, and post offer physical.