



DEPARTMENT OF SOCIAL SERVICES
P.O. Box 2429 • Fayetteville, North Carolina 28302-2429
(910) 323-1540 • Fax (910) 677-2232

NOTICE OF VACANCY

July 22, 2010

POSITION #: 151-40-611

CLOSING DATE: 08-02-10

**TYPE OF VACANCY: SOCIAL WORK PROGRAM MANAGER
INVESTIGATION, TREATMENT, & FOSTER CARE**

SALARY GRADE: 74

ANNUAL SALARY: \$50,808

CONDITIONS OF EMPLOYMENT: (The selected applicant will be subject to the following conditions prior to appointment). Failure to complete or fulfill these conditions may result in dismissal. Each applicant who is tendered an offer for employment for any position with Cumberland County shall be tested for the use of drugs specified in the County policy. Refusal to submit to testing or a confirmed positive test shall be a basis for withdrawal of the conditional employment offer. Law enforcement background check is required. Has or is able to obtain a valid North Carolina Drivers License.

MINIMUM EDUCATION & EXPERIENCE: Master's degree from an accredited school of social work and three years of social work or counseling experience, two of which were in a supervisory capacity; OR bachelor's degree from an accredited school of social work and four years of social work experience or counseling experience, two of which were in a supervisory capacity; OR a Master's degree in a counseling field and four years of social work or counseling experience, two of which were in a supervisory capacity; OR a 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 five years of social work or counseling experience, two of which were in a supervisory capacity; OR graduation from a four-year college or university and six 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, two of which were in a supervisory capacity; OR an equivalent combination of training and experience.

DUTIES: The purpose of this position is to develop, implement, monitor and supervise program compliance and monitor program standards for the Child Protective Services Blended Teams Section. This position will monitor coding of social work time to insure compliance with fiscal policies related to

...partnering with families and the neighborhoods where they live to plan and provide early help to vulnerable families....

the activities of Child Protective Services Assessments, Case Management and Foster Care. This position will be a part of the Management Team for the Child Protection & Placement Section.

This Program Manager will plan programs that meet the needs of a multi-problem client population; requiring the ability to interpret data in light of existing policy and procedure; ability to project impact on budget; and ability to assess the need for developing and implementing different policies and procedures. When statutory requirements change which affect specific programs planning is essential if client needs are to be met. This person will also develop programs consistent with statute and state policy and procedure; revise policies to meet the needs of children and families when changes occur; advocate for legislation that would strengthen programs that already exist or would allow for the development of programs to meet specific needs.

This person will initiate and participate in the development and implementation of mechanisms to generate management reports which reflect program and staff effectiveness, such as practice standards, reporting system, fiscal accountability, and other quality assurance measures.

This person has direct responsibility for supervision of the Child Protective Services Blended Team Section with a staff of 8 Social Work Supervisor IIIs and 45 Social Workers.

APPLICATION: All interested **agency employees** should contact **Wanda Nelson, Ext. 2595, or via e-mail at wandanelson@ccdssnc.com, or Candace Tyler, Ext. 2604, or via e-mail at candacetyler@ccdssnc.com, by the closing date listed on this announcement.** All other applicants should mail a State Application (PD 107) along with college transcripts to Cumberland County Department of Social Services, P.O. Box 2429, Fayetteville, NC 28302. **Applications must be received in this office by 5:00 p.m. (or if mailed, postmarked) on the application closing date listed on this announcement.**

*Applications can be downloaded at
http://www.co.cumberland.nc.us/human_resources/job_vacancies/dss.aspx
and can also be located on the 1st floor of our agency.*

FAXED AND E-MAILED APPLICATIONS ARE NOT ACCEPTABLE

ALL APPLICANTS WILL BE CONSIDERED, BUT NOT NECESSARILY INTERVIEWED. APPOINTMENT TO POSITIONS WITHIN THE CUMBERLAND COUNTY DEPARTMENT OF SOCIAL SERVICES SHALL BE MADE WITHOUT REGARD TO RACE, SEX, AGE, RELIGIOUS PREFERENCE, POLITICAL AFFILIATION, OR HANDICAPPING CONDITION.

THE CUMBERLAND COUNTY DEPARTMENT OF SOCIAL SERVICES HIRES ONLY UNITED STATES CITIZENS AND LAWFULLY AUTHORIZED ALIENS WHO ARE IN COMPLIANCE WITH THE IMMIGRATION REFORM AND CONTROL ACT OF NOVEMBER 6, 1986.

AN EQUAL OPPORTUNITY EMPLOYER

PLEASE INDICATE THE POSITION NUMBER(S) WHEN APPLYING