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Department of Social Services
106 East Morgan Street, Suite 101
Brevard, NC 28712

May 14, 2019

POSITION AVAILABLE

CLASSIFICATION: **ADULT SERVICES SOCIAL WORKER III**
(Also accepting at SW II, grade 16)

SALARY RANGE: Grade 18 \$ 43,738.50 - \$ 54,678
Grade 16 \$ 29,663 - \$ 49,569

Duties and Responsibilities: The Adult Home Specialist (AHS) is responsible for carrying out the routine monitoring of licensed Adult Care and Family Care Homes (homes) in Transylvania County. This position assures that the homes comply and operate within the applicable rules, regulations and laws through an ongoing planning and monitoring process with the goal of assuring a protective environment for frail and vulnerable adults who are served by the Adult Care Home industry with safe and quality care for the residents of these homes. The monitoring is completed by following the manual and providing feedback to the homes concerning the monitoring. This includes working with homes to make corrections when needed. The AHS assures that minimum standards are being met and encourages facilities to strive for a higher quality of care and service and handle questions, complaint investigations, corrective actions, and monitoring corrective actions concerning homes which are out of compliance. This position also assists with other adult services duties including Adult Protective Services, State Adult Day Care Funding, monitoring and licensing of the Adult Day Care/Day Health facilities and case management. The AHS rotates with other social workers in the Adult Services unit to cover after hours on-call for at least one week each month and could be more depending on need and other duties as assigned by management staff or director.

****Pre-employment drug testing required.****

Knowledge, Skills and Abilities: Through knowledge of social work principals, techniques and practices and their applications to complex casework, group work and community problems. Considerable knowledge of medical, behavioral and psychological problems and treatments for these conditions. Considerable knowledge of family and group dynamics and a range of intervention techniques, governmental and private organizations and resources in the community, laws, regulations and policies which govern the programs. General knowledge of the methods of principals of casework. Considerable knowledge of medical terminology, disease process and their treatments as they relate to decisions regarding clinical interventions and appropriate therapies based on medical or psychological diagnosis. Skill in establishing rapport with a client and applying techniques or assessing psychiatric, behavioral, and psychological aspects of client's problems. Ability to establish and maintain effective working relationships with clients, their families as well as civic, legal, medical, social and religious organizations. Ability to express ideas clearly and concisely, in verbal and written form, to plan and execute work effectively.

QUALIFICATIONS: **SOCIAL WORKER III** - Master's degree in social work from an accredited school of social work; Bachelor's degree in social work from an accredited school of social work and one year directly related experience; Master's degree in a human services field and one year of directly related experience; Bachelor's degree in a human services field from an accredited college or university and two

years directly related experience; Bachelor's degree from an accredited college or university and three years of directly related experience.

SOCIAL WORKER II - Bachelor's degree in social work from an appropriately accredited institution; bachelor's degree in a human services field from an appropriately accredited institution and one year of directly related experience; bachelor's degree from an appropriately accredited institution and two years directly related experience; or an equivalent combination of education and experience.

DATE AVAILABLE: April 1, 2019 CLOSING DATE: May 28, 2019

APPLICATION PROCEDURE: Register with NCWORKS.gov and submit a state application (PD107) along with transcripts to NC Works Career Center, Blue Ridge Community College Transylvania Campus, 45 Oak Park Drive, Brevard, NC 28712 OR to Transylvania County Department of Social Services, Attention: Cindy Anders, 106 East Morgan Street, Suite 101, Brevard, NC 28712 by close of business on date of closing.