



Vision Vitality Variety

County of Vance

Employment Opportunities

Vance County Human Resources
122 Young Street, Ste B
Henderson, NC 27536
Phone: (252) 738-2004
Fax: (252) 738-2039
Hours: 8:30 A.M. – 5:00 P.M. Monday – Friday

*Effective January 1, 2009, Vance County will **only accept applications for positions** for which we are **actively recruiting below or in the media**. If you are interested in a position that is not being advertised, you may come in to our office and complete an Applicant Interest Card for future openings.*

If you are interested in any of the following openings, please complete a Vance County application and submit to the above address. A County Employment Application is available at www.vancecounty.org. A resume may be submitted with your application. All applicants are subject to pre-employment drug testing.

Vance County is an Equal Opportunity Employer

UPDATED July 21, 2010

Department: Social Services (Re-advertised)
Position Title: Social Worker III
Salary Range: \$35,376, DOQ
Application Close Date: August 6, 2010

Minimum Training and Experience Requirements: 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 completion of the Child Welfare Collaborative (Child Welfare positions only); Bachelor's degree in social work from an accredited school of social work and one year directly related experience; Master's degree in counseling in a human services field and one year of social work or counseling; 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.

Knowledge, Skills, & Abilities: Thorough knowledge of social work principles, techniques, and practices, and their application to complex casework, group work, and community problems; Considerable knowledge of a wide range of medical, behavioral, and/or psychosocial problems and their treatment theory; 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 program; General knowledge of the methods and principles of casework supervision and training. In certain settings, considerable knowledge of medical terminology, disease processes and their treatment 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 in applying techniques or assessing psychosocial, behavioral, and psychological aspects of client's problems; Ability to supervise, train, or instruct lower-level social workers, students, or interns in the program. Ability to establish and maintain effective working relationships with members of case load and

their families, as well as civic, legal, medical, social, and religious organizations; Ability to express ideas clearly and concisely and to plan and execute work effectively.

Job Description/Duties: Monitor adult and family care homes to ensure facilities are operating according to Federal and State guidelines; provide technical assistance to administrators and potential owners of facilities; investigate complaints/violations received from residents in facilities or family members; conduct annual facility assessments and work closely w/DFS; assist with placement services; maintain caseloads for guardianship, at-risk, rep payee and special assistance-in home; work closely with Adult Medicaid unit; make routine and quarterly home visits, complete annual and re-assessments on clients; work closely with Division of Health Services Regulation in completing annual survey of facilities. Backup Adult Protective Services, receive, screen, evaluate and staff APS reports; serves on-call for Adult Protective Services.

Special Note: Submit college transcript with application. Valid Driver's License required.

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**Department: Social Services (NEW)**  
**Position Title: Social Worker III**  
**Salary Range: \$35,376, DOQ**  
**Application Close Date: July 23, 2010**

**Minimum Training and Experience Requirements:** 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 completion of the Child Welfare Collaborative (Child Welfare positions only); Bachelor's degree in social work from an accredited school of social work and one year directly related experience; Master's degree in counseling in a human services field and one year of social work or counseling; 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.

**Knowledge, Skills, & Abilities:** Thorough knowledge of social work principles, techniques, and practices, and their application to complex casework, group work, and community problems; Considerable knowledge of a wide range of medical, behavioral, and/or psychosocial problems and their treatment theory; 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 program; General knowledge of the methods and principles of casework supervision and training. In certain settings, considerable knowledge of medical terminology, disease processes and their treatment 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 in applying techniques or assessing psychosocial, behavioral, and psychological aspects of client's problems; Ability to supervise, train, or instruct lower-level social workers, students, or interns in the program. Ability to establish and maintain effective working relationships with members of case load and their families, as well as civic, legal, medical, social, and religious organizations; Ability to express ideas clearly and concisely and to plan and execute work effectively.

**Job Description/Duties:** Employee is responsible for foster care and adoption case management services to families and children as well as foster care licensing responsibilities in accordance with state and federal standards and law. Intake responsibilities and after-hours coverage are additional responsibilities on a rotating basis as well as other duties as assigned.

Special Note: Submit college transcript with application. Valid Driver's License required.

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Department: Social Services (Re-advertised)
Position Title: Social Worker IAT
Salary Range: \$36,972, DOQ

Application Close Date: July 23, 2010

Minimum Training and Experience Requirements: Master’s degree from an accredited school of social work and one year of social work experience; or a Bachelor’s degree from an accredited school of social work and two years of social work or counseling experience; or Master’s degree in a counseling field and two years of social work or counseling experience; or a four-year degree in a human services field or related curriculum and three years of social work or counseling experience; or graduation from a four-year college or university and four years of experience in rehabilitation counseling, pastoral counseling or a related human service field providing experience in the techniques of casework, group work or community organization; or an equivalent combination of training and experience.

One year of work experience can be credited for completion of the social work collaborative.

Knowledge, Skills and Abilities: Thorough knowledge of social work principles, techniques and practices and their applications to complex casework, treatment, and investigation of abuse or neglect of children; thorough knowledge of policies and procedures as evidenced by the ability to cite the authority of federal and state law; thorough knowledge of individual and group behavior, family dynamics, and medical, behavioral and/or psychosocial problems and their treatment theory; considerable knowledge of governmental and private organizations and resources in the community. Ability to interact and motivate a resistant involuntary client population and the public who may not agree with the laws, rules or policies of the process or the programs; ability to prepare documentation such as written investigative reports for the court, case records and treatment plans; ability to testify as an expert witness; ability to employ advanced case management interview techniques to establish a supportive relationship and involve families in the initial assessment for the need of services; ability to quickly assess the risks and safety of the client environment during daylight hours, after dark and in high crime areas; ability to employ expert negotiation skills in the most complex cases; ability to analyze and assess child development safety issues in relation to risk factors; ability to analyze tense family situations and make decisions about removing children when the decision has to be made with limited direct information and limited access to consultation; ability to communicate effectively and establish supportive client relationships; ability to perform manual work exerting up to 50 pounds of force occasionally and/or up to 10 pounds of force constantly to move objects.

Job Description/Duties: This position is responsible for the investigation/assessment and treatment of children and families based on allegations that are reported to Child Protective Services. Worker is responsible for the development and implementation of intervention plans and safety plans. Worker must be able to talk directly, simply and precisely to the clients. The worker must be innovative, creative, and flexible in his/her approach with the child. Worker must be able to express self clearly to the court, lawyers, and others.

Special Requirement: Must submit college transcript with Vance County application; must have valid driver’s license.

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**Department: Detention Center (1 position)**  
**Position Title: Detention Officer I**  
**Salary Range: \$24,876 - \$26,124 (DOQ)**  
**Application Close Date: Open Until Filled**

**Minimum Training and Experience Requirements:** Completion of high school supplemented by courses in law enforcement or detention; or an equivalent combination of training and experience.

**Knowledge, Skills, & Abilities:** Working knowledge of federal, state, and local laws pertaining to inmate sentencing pretrial conditions, and release; working knowledge of policies and procedures covering inmate security, classification, care and discipline; ability to exercise sound judgment in routine

and emergency situations; ability to work in a hazardous and confining work environment; ability to deal tactfully and firmly with inmates and the public; ability to prepare and maintain accurate records; ability to maintain effective working relationships with supervisor, other employees, and the public; ability to actively listen to inmate conversations and sounds in the facility and exercise judgment in determining potential security problems.

**Special Requirements:** Applicant must be able to pass a physical examination; meet the minimum standards set by the State of North Carolina for jail personnel; must be at least 21 years old.

**END**

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