

**SOCIAL WORK SUPERVISOR III**  
**Grade 73/Salary \$56,459.00 - \$85,501.00**

**AN EQUAL OPPORTUNITY EMPLOYER**

**Location: Perquimans County Department of Social Services**  
**Hertford, North Carolina**

**All applicants must complete a state application (PD-107) <https://oshr.nc.gov/nc-state-government-paper-application-employment-pd-107> & Submit by email to: [ajordan@perqdss.net](mailto:ajordan@perqdss.net) or by mail to:**

**Perquimans County Dept. of Social Services**  
**PO Box 107, Hertford NC 27944 - or-**  
**in person at: 103 Charles St, Hertford NC 27944**

**CLOSING DATE FOR RECEIPT OF APPLICATION: Open Until Filled**

**Description of Work:** Supervision of a staff of Social Workers who provide direct services to clients in the areas of Child Welfare, Adult Services, and Day Care. Work supervised is predominately at the level of Social Worker I A& T, Social Worker III and Social Worker II and requires providing considerable guidance to staff in case consultation. Employee assigns cases to subordinates, coordinates work flow operations, and supervises staff through case review and consultation. Employees are responsible for staff training, resolving problems and ensuring quality services are provided. Employees' responsibilities may range from a single sub-unit in an agency or institution to multiple service programs in a small agency and may carry a small caseload. Employees may provide input to higher level management on administrative, personnel, and budget issues. Employees report to a higher level supervisor or administrator. Employees may be called upon in times of disaster, either natural or manmade, to staff an evacuation shelter or handle other assigned duties. This is a requirement of the position and failure to serve may result in adverse action.

**Knowledge, Skills, and Abilities -** Knowledge of methods and principles of casework supervision and training. Considerable knowledge of social work principles, techniques and practices and their application to specific casework and community problems. Considerable knowledge of behavioral and socioeconomic problems and treatment of such issues; knowledge of governmental and private organizations and community resources. Considerable knowledge of the laws, regulations and policies which govern social work programs. Ability to supervise, train, or orient lower-level social workers, students, interns, or other staff. Ability to express ideas clearly and concisely and to plan and execute work effectively and timely.

**Minimum Training and Experience Requirements -** Master's degree in social work from an appropriately accredited institution and two years of directly related experience; or a bachelor's degree in social work from an appropriately accredited institution and three years of directly related experience; or a master's degree in a human services field from an appropriately accredited institution and three years of directly related experience; or a bachelor's degree in a human services field from an appropriately accredited institution and four years of directly related experience; or a bachelor's degree from an appropriately accredited institution and five years of directly related experience; or an equivalent combination of education and experience.