

## JOB VACANCY ANNOUNCEMENT

**POSITION:** Social Worker IV/Trainer (IAT)  
**DEPARTMENT:** Duplin County Social Services  
**SALARY:** Grade 73 Starting Salary: \$19,721.2 Hourly/\$41,020 Annually  
**OPENING DATE:** July 12, 2017 **CLOSING DATE:** 07/27/17  
5:00 p.m.  
**APPLY AT:** Duplin County Personnel Office  
County Administration Building-224 Seminary Street  
Kenansville, NC 28349  
910/296-2174 "Equal Opportunity Employer"

### GENERAL DESCRIPTION OF DUTIES

The primary purpose of this position is to train new and promoted employees in the Children's Services Unit, which provides for the protection of children 0-18 years of age who are being exposed to maltreatment. This position will also assist in training of the Adult Services Unit and all Income Maintenance Programs. This position will ensure that all new and promoted employees will be trained as well as assist in training on policy and procedures for each program. This position will report directly to the Program Manager.

### SPECIFIC DUTIES AND RESPONSIBILITIES

#### I. DIFFICULTY OF WORK

Employees in this classification will train new and promoted employees to receive reports of alleged abuse, neglect and dependency for children; ensuring that as much information as possible is obtained and is recorded on all CPS tools and assessments. Employees in this exercise will also assist in determining the appropriate track of the report; whether it be Investigative or a Family Assessment.

Employees will also train new and promoted employees to conduct thorough investigations/family assessments by utilizing the MRS (Multiple Response System) and conducting appropriate interviews with children and their families and maintaining daily contact with the appropriate supervisor. The Intake and Investigation of reports require assessing each child's situation to determine risk, the initiation of court action when necessary, and the utilization of the services within the agency and community.

Employees in this classification will also train new and promoted employees to provide and/or arrange case management services in order to enable children to be protected in their home(s). The Case Planning/Case Management Social Worker is responsible for developing Family Services Case Plans with the parent(s)/caretaker(s), which identify areas of problematic concern and working towards resolving the issues.

Employee will train new and promoted employees to provide foster care services for children who are in the legal custody of the Department of Social Services; which includes provision of social casework counseling and treatment to the child and their family in order to facilitate child's adjustment to foster care and to assist parents to improve their conditions which lead to the need for placement so that the family can be reunified.

Employees should also have some general knowledge of the NCFASST program as well as a general knowledge of the following programs: Family & Children's Medicaid, Food and Nutrition Services, Adult Medicaid, Work First & Employment, Child Day Care, Child Support, Adult Protective Services, and Guardianship of Adults.

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.

Special Note— Must have a valid N. C. driver's license. Must have access to use of a motor vehicle for travel to client homes and various destinations throughout the county and state.