



## Employment Opportunity

Please post in a location accessible to all employees

<b>Position:</b>	<b>Director</b>
<b>Department:</b>	Department of Social Services
<b>Description of Duties &amp; Responsibilities:</b>	<p>This position leads a staff of 70 fulltime employees, including managers/supervisors, professional, paraprofessional and support staff in the delivery of agency services. The position provides leadership and direction for program development, establishing standards, as well as monitoring and evaluating quality of service delivery. This position directs and supervises all activity involving an annual budget of approximately \$7.7 million. The Director is involved in conflict/complaint resolution, staffing and personnel matters. The Director is the principle spokesperson for the agency relative to program issues. This position represents the agency with local, state and federal officials, other human services providers and a variety of advocacy groups to influence the decision making process in order to ensure adequate resources for program maintenance and expansion and the delivery of comprehensive services. The Jackson County Board of Social Services appoints and supervises this position. Jackson County is located in the beautiful mountains of Western North Carolina and has a population of approximately 44,276.</p>
<b>Education &amp; Experience Requirements:</b>	<p><b>Knowledge, Skills, and Abilities:</b> Thorough knowledge of the legal and philosophical basis for public welfare programs. Considerable knowledge of principles and practice of social work. Thorough knowledge of management principles, techniques, and practices. Knowledge of the agency's organization, operation and objectives and applicable federal and state laws, rules, and regulations. Ability to exercise sound judgment in analyzing situations and making decisions; direct employees and programs in the various areas of responsibility; and develop and maintain effective working relationships with the general public, and with federal, state, and local officials.</p> <p><b>Minimum Training and Experience Requirements:</b> A master's degree in social work and two years of supervisory experience in the delivery of client services; or a bachelor's degree in social work and three years of supervisory experience in the delivery of client services, one of which must have been in Social Services; or graduation from a four year college or university and three year of supervisory experience in the delivery of client services, two of which must have been in Social Services; or an equivalent combination of training and experience.</p> <p><b>Additional Requirements:</b> Must submit an original copy of college transcripts. Must have a NC Driver license and access to a vehicle. Jackson County residency required within six months of hire. Work hours are normally 8:00 – 5:00, Monday – Friday. Some after-hours work may be required.</p>
<b>Starting Salary:</b>	Minimum salary is \$68,579.84.
<b>Application Requirements:</b>	Applicants should submit a completed Jackson County Employment Application, which may be found at <a href="http://www.jcdss.org">www.jcdss.org</a> to: Dianne Cauley, Jackson County Department of Social Services, 15 Griffin Street, Sylva, NC 28779.
<b>Closing Date:</b>	March 19, 2021