

# CRAVEN COUNTY, NORTH CAROLINA

## Employment Vacancy Posting

**POSITION:** Social Worker IA & T (336-15)  
**LOCATION:** Craven County Department of Social Services  
**HIRING RANGE:** \$45,879 - \$48,082  
**JOB TYPE:** Full-Time/Permanent/Non-Exempt  
**POSTING DATE:** September 22, 2015  
**DATE AVAILABLE:** November 2, 2015  
**CLOSING DATE:** Open Until Filled

### PRIMARY PURPOSE OF POSITION

The primary purpose of this position is to provide second shift and on call coverage for the Craven County Department of Social Services after regular work hours which includes weekends, holidays and inclement weather. Primary coverage will include Child Protective Services, Adult Protective Services and Foster Care.

### ESSENTIAL JOB FUNCTIONS

Social Worker will be expected to respond to abuse and neglect reports by initiating an assessment/investigation, developing a safety plan and providing any immediate support needed to insure the safety of the child or disabled adult. Other duties will include completion of CPS courtesy requests, and carrying small caseloads dependent upon workflow. Duties will normally be performed in a rotation schedule of 4 days on and 3 days off, with exceptions to include mandated court appearances and training. Moderate flexibility will be required to meet workload and maintain 40 hours a week actual time worked.

### MINIMUM EDUCATION AND EXPERIENCE

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 a 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. Previous Child Welfare experience is essential. Position requires advanced professional social work skills and the ability to make decisions, independently and in compliance, with all mandated policies and practices.

### SPECIAL REQUIREMENT

Must be able to lift small children. Shelter Management in times of emergency situations. Must have a valid driver's license and mode of transportation.

### HOW TO APPLY

Contact the Division of Employment Security for an official NC State Application (PD107) or download the application from <http://www.oshr.nc.gov/jobs/general.htm>. Applicants must be registered at [www.ncworks.gov](http://www.ncworks.gov) prior to submitting an application. Resumes will not be accepted unless accompanied by a completed application. Apply to Division of Employment Security, 2836 Neuse Blvd, New Bern, NC 28560. Craven County Department contact for questions is Charlene Richards at 252-636-4940.

Craven County is an Equal Opportunity Affirmative Action Employer.

