



BERTIE COUNTY
Department of Social Services
PO Box 627
110 Jasper Bazemore Ave.
WINDSOR, NORTH CAROLINA 27983

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**SOCIAL WORK SUPERVISOR III
CHILD WELFARE SERVICES**

POSTING DATE: April 14, 2026
CLOSING DATE: Open until filled
CLASSIFICATION: Social Work Supervisor III – Child Welfare Services
SALARY GRADE: 73
SALARY RANGE: Salary range is \$47,734 to \$73,988*
Including: \$1,200 annual on-call stipend
*Starting salary is negotiable based on education and experience

APPLICATION CRITERIA: A completed State of North Carolina Application (Form PD-107); official college transcript of undergraduate and graduate degrees. Bertie County DSS Attn: Yolanda White PO Box 627 Windsor, NC 27983 or by email at yolanda.white@bertie.nc.gov, Bertie County Human Resources Attn: Nicole Boone or by email at nicole.boone@bertie.nc.gov, PO Box 530 Windsor, NC 27983, any Employment Security Office / NC Works Office or at Martin Community College-Bertie Campus 409 Granville Street, Windsor, NC 27983. The contact number is 252-794-4861, Ext. 175. Resumes in lieu of a completed PD-107 are not acceptable. A current, valid NC driver's license is required. Late, incomplete and/or unsigned applications will not be considered.

Application link: <https://oshr.nc.gov/documents/localgovt/local-government-application-employment-fillable/open>

MINIMUM EDUCATION AND EXPERIENCE:

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.

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 their treatment and 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 social workers, students, interns, or other staff. Ability to express ideas clearly and concisely and to plan and execute work effectively.

DESCRIPTION OF WORK AND EXAMPLES OF DUTIES PERFORMED:

Work in this class involves the supervision of a staff of social Workers that provide direct and/or indirect services to clients. Employees assign cases to subordinates, coordinate workflow operations, and supervise staff through case review and consultation which requires the provision of substantial and recurring technical direction. Employees are responsible for staff training, resolving problems and ensuring that quality services are provided. Employees provide input to higher level management on administrative, personnel, and budget issues. Employees' responsibilities include oversight of multiple service programs in Child Welfare. Employees report to the Program Manager and Director.

This position also assists in shelter management in times of disaster, either natural or man-made, to serve the citizens of Bertie County. Responsibilities also include any other duties as assigned by the Director. A Criminal Background Check is required for employment.

An Equal Opportunity / Affirmative Action Employer