

**ROWAN COUNTY  
HUMAN RESOURCES**

**JOB DESCRIPTION**

**Job Title** : Social Worker III  
**Department:** Social Services  
**Revised** : August 2013

**Class** : Professional  
**FLSA:** Non-exempt

*This job description supersedes any prior description for the Social Worker III classification.*

**GENERAL DESCRIPTION**

Advanced level professional social work providing services in serious and complicated cases that require the flexible use of a wide range of social work skills. Supervision is received from an administrative superior who reviews work through reports submitted and through periodic conferences. Work is distinguished from the Social Worker II classification by the greater involvement in sensitive and traumatic situations such as custody and removal of client from homes, catastrophic and terminal illness, therapy/treatment of emotional disorders and/or family dysfunction.

**ESSENTIAL JOB FUNCTIONS** (Any one position may not include all of the duties listed, nor do the listed examples include all tasks which may be found in positions of this class.)

Provides social work services in the areas of adult and child protective services, custody and adoption, and foster care which involves the assessment of individual and family dynamics and needs, serving as expert witness at court hearings, crisis intervention, and counseling.

Interviews clients to determine the scope of the problems; takes applications and determines eligibility for all services with clients; explores alternative community resources and develops service plan; makes referrals and provides information to meet the needs of the clients; provides in-depth assessment of family dynamics, extent of neglect or abuse, psychosocial evaluation of emotional disorders and provides in-depth therapy with complex cases; monitors service delivery to clients.

Interviews and counsels with parents and children involved in regular or specialized foster care situations; formulates a psychological diagnosis of the family unit; develops plans to assist parent and children, and helps them implement plans; supervises foster care placement; monitors foster care; counsels with foster parents; makes arrangements for adoptions of children, if custody of children cannot be regained by parents; processes foster home housing.

**OTHER JOB FUNCTIONS**

Maintains a variety of records; prepares a variety of reports.

Performs related duties as required.

*Management reserves the right to add or amend duties at any time.*

**KNOWLEDGE, SKILLS, AND ABILITIES**

Thorough knowledge of social work principles, techniques, and practices, and their application to complex casework, group work, and community problems.

Considerable knowledge of a wide range of medical, behavioral, and psychosocial problems and their treatment.

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Considerable knowledge of family and group dynamics and a range of intervention techniques.

Considerable knowledge of governmental and private organizations and resources in the community.

Considerable knowledge of the laws, regulations, and policies that govern the program.

General knowledge of the methods and principles of casework supervision and training.

Skill in establishing rapport with a client and in applying techniques of assessing psychosocial, behavioral, and psychological aspects of client's problems.

Ability to supervise, train, or instruct lower-level social workers, students, or interns in the program.

Ability to establish and maintain effective working relationships with members of caseload and their families as well as civic, legal, medical, social, and religious organizations.

Ability to express ideas clearly and concisely and to plan and execute work effectively.

### **PHYSICAL REQUIREMENTS**

The work in this class is primarily sedentary in nature. Physical requirements include sitting for extended periods of time, walking, bending, stooping, and lifting books and files of approximately 35 lbs or less. Work may include extended periods of time viewing a computer video monitor and/or operating a keyboard. Work may include both indoor and outdoor activity where employee is exposed to elements of nature: cold, hot, rain, snow, sleet, ice, etc. Work includes operation of a motor vehicle. Employee may be exposed to hazardous materials and potentially hazardous or volatile situations.

### **EXPOSURE CONTROL**

Work activity is normally performed without blood or body fluid exposure but exposure may occur in an emergency. Personal protective equipment should be available and used if an emergency arises.

### **MINIMUM EXPERIENCE AND TRAINING**

Master's Degree in Social Work from an accredited School of Social Work in an accredited college or university; or a Bachelor's Degree in Social Work from an accredited school of Social Work in an accredited college or university and completion of the Child Welfare Collaborative (Child Welfare positions only); or a Bachelor's Degree in Social Work from an accredited School of Social Work in an accredited college or university and one year of human services experience in the areas of case management, assessment and referral, supportive counseling, intervention, psycho-social therapy and treatment planning; or a Master's Degree from an accredited college or university in a counseling field and one year of social work or counseling experience; or a Bachelor's Degree from an accredited college or university in a human services field and two years of directly related experience; or a Bachelor's Degree from an accredited college or university and three years of directly related experience. Half credit will be given for years of experience in Income Maintenance Casework up to maximum of one year. A valid driver's license is required.

**This job description does not create an employment contract,  
implied or otherwise.**