



*P.O. Box 67, 320 Pensacola Road, Burnsville, NC 28714*

*Are you looking for a career where you will have the opportunity to transform lives? Would you like to be a part of a professional work family atmosphere, where helping others is our shared vision? Would you like to **LIVE**, **WORK**, and **PLAY** in the beautiful mountains of Yancey County - The Gateway to Mount Mitchell? If all of that sounds appealing to you, consider joining us at Yancey County DSS!*

### **JOB VACANCY**

#### **SOCIAL WORKER III - ADULT PROTECTIVE SERVICES (APS)**

*County Grade(s): 66 - 68    Hiring Range: \$36,214 - \$42,134    Closing Date: Until filled.*

*We are looking for employees that meet the qualifications in the Job Description.*

### **APPLICATION PROCESS**

*Interested candidates should submit:*

- *Letter of Interest*
- *Yancey County Application for Employment*  
<https://yanceycountync.gov/images/PDF/Vacancy/YanceyCountyEmploymentApplication.pdf>
- *Transcripts*
- *Three (3) references to:*  
*Yancey County DSS*  
*Attn: Sonya Morgan*  
*PO Box 67*  
*Burnsville, NC 28714*  
*or to [sonya.morgan@yanceycountync.gov](mailto:sonya.morgan@yanceycountync.gov)*

*Applicants will only be given credit for information provided in response to the application process in order to receive full credit for their education, training, and experience. No additional information will be solicited by Yancey County DSS.*

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# *Social Worker III - APS*

## *Job Description*

### **DESCRIPTION OF RESPONSIBILITIES AND DUTIES:**

This position is in the Adult Service unit and is 1 of 4 positions. The focus of this position will be to take on the majority of APS reports and outreach cases. Each worker is required multiple areas including: Intake, Evaluation, Guardianship. These are mandated services which do not require the adult's permission. Also, these workers have responsibility to help the client find services through referrals and working closely with other community agencies such as the hospitals and other facilities.

Conducting activities necessary to determine whether a disabled adult has been abused, neglected or exploited, and is in need of protective services, and to assess what services are needed to prevent further mistreatment. Unsuccessful efforts to locate the adult are included as part of the evaluation process. Evaluation includes making the case decision determining capacity to consent, and activities related to obtaining service authorization either from the client or the court. It includes the services of lawyers to represent the agency where court action is necessary to protect the adult. When an APS petition has been filed, it includes the time until court authorization is obtained. If the need for protective services is not substantiated, referrals to any available and appropriate agency or community resources are included as thorough evaluation activities. Documentation of the evaluation, of authorization for services, of the distribution of required notices, as well as termination of adult protective services in situations where the report is unsubstantiated or service authorization was not obtained are part of this activity.

The provision of services, as part of a service plan, when the need for protective services has been substantiated. Such services include arranging for the provision of and assisting individuals and their relatives or caretakers in utilizing appropriate services and community resources; conducting quarterly reviews if the case remains open for services; and documenting in the client record the services provided. Includes the services of lawyers to represent the agency where court action is necessary. Includes the case termination decision when the goals in the protective services plan have been met, the client's situation has stabilized, and/or there is no longer a need for protective services. Also includes time involved in transferring the case for other agency services or additional community services prior to termination.

Other non-mandated services provided are Representative Payee and Case Management. Workers work with the client to ensure that they can stay independent and in the least restrictive placement without suffering Abuse, Neglect or Exploitation.

### **RECRUITMENT STANDARDS**

#### **Knowledge, Skills, and Abilities:**

#### **Required Minimum Training:**

- Master's degree in social work from an accredited school of social work; or
- Bachelor's degree in social work from an accredited school of social work and one year directly related experience; or

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- Master's degree in counseling in a human services field and one year of social work or counseling; or
- Bachelor's degree in a human services field from an accredited college or university and two years directly related experience; or
- Bachelor's degree from an accredited college or university and three years of directly related experience.

**Additional Training/Experience:**

- Experience in interviewing caretakers, disabled adults, and other sources soliciting specific details of maltreatment to obtain thorough and comprehensive assessment of alleged maltreatment
- Persons with bilingual ability (English/Spanish) are encouraged to apply
- Completion of North Carolinas Basic APS /Guardianship or other related trainings.
- Experience in APS assessments and Guardianship.
- A valid Driver's license with a safe driving record
- At least 21 years of age

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