



PRINCE GEORGE COUNTY, VIRGINIA
invites applications for the position of:

Deputy Director, Social Services

SALARY: \$71,837.00 - \$114,940.00 Annually

OPENING DATE: 07/30/20

CLOSING DATE: Continuous

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

The County of Prince George Social Services Department is currently seeking qualified candidates for the position of Deputy Director, Social Services. This position will be responsible for planning, organizing and directing staff and programs, coordinating all social service and financial programs, supervising line staff and senior staff, assisting in establishing the goals and objectives for the Department of Social Services, and acting in the place of the Social Services Director in their absence.

QUALIFICATION REQUIREMENTS:

Considerable knowledge of: the current social, economic, and health issues relating to clients in jurisdiction; Social Security Act; laws and regulations on administration of welfare services; social services offered in the county or city; available public and private resources and services for the needy; social work case load management; methods and techniques of counseling with clients; literature, trends and developments in the field of human services administration; and basic principles of community organization and supervision.

Skill in operating office equipment, including a personal computer and related equipment. Knowledge of Compass and Oasis preferred. Comprehensive knowledge of Child Protective Services, Foster Care Services, Adoption services and Adult Services as evidenced through practice and completion of mandated courses. Ability to think logically and interpret policies to determine proper course of action. Demonstrated ability to: work effectively with others; communicate effectively both orally and in writing with diverse group of persons; conduct research; plan and direct social services programs of varied natures; interpret and implement policies and regulations and enforce Local, State, Federal laws, ordinances, rules and regulations; supervise the work of division managers that supervise multiple programs and administrative supervisors; mobilize community support and generate community awareness of programs offered in the county; establish and implement effective management and administrative programs and procedures; represent the agency before the Boards or Councils; provide reasoning and application of logical thinking for problem solving; provide leadership in system designs, personnel management, and budget formulation; negotiate contracts to support program and policy objectives; and analyze, initiate, concentrate and be creative with ingenuity.

SPECIAL REQUIREMENTS:

Master's degree in human services field, a behavioral science, counseling, or related field supplemented with professional experience in social work or other human services field with considerable supervisory or other management work experience preferred OR any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities.

ADDITIONAL INFORMATION:

Requires undergoing Central Registry background checks. Individual cannot be listed with any state's Department of Social Services as having a record of a "founded" child abuse complaint. Occasional weekend work, work during inclement weather, or work during other unusual conditions may be

required. Completion of all foster care, Child Protective Services and Adult Services classes is preferred.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.princegeorgecountyva.gov/>

Position #DDSS082020
DEPUTY DIRECTOR, SOCIAL SERVICES
WJ

Prince George County
6602 Courts Drive
Prince George, VA 23875
804.722.8669

hr@princegeorgecountyva.gov

Deputy Director, Social Services Supplemental Questionnaire

- * 1. Have you completed the mandated classes for Child Protective Services through the Virginia Learning Center?
 - Yes
 - No
- * 2. Have you completed the mandated classes for Foster Care and Adoption through the Virginia Learning Center?
 - Yes
 - No
- * 3. Have you completed the mandated classes for Adult Services through the Virginia Learning Center?
 - Yes
 - No
- * 4. Do you have working knowledge in the area of CPS and Foster Care and Adoption Services?
 - Yes
 - No
- * 5. Do you have supervisory experience, including the ability to set objectives for staff?
 - Yes
 - No
- * 6. If you indicated that you have prior supervisory experience, please indicate the number of years experience that you possess.
 - No experience
 - 0-1 years
 - 2-4 years
 - 5+ years
- * Required Question