

Department of Social Services: Benefit Programs Supervisor

The City of Winchester and the Department of Social Services invites you to come join our team! The City has an outstanding strategic plan that includes goals and objectives, a clear vision, and a culture of collaboration. We are recruiting for a Benefit Programs Supervisor to perform complex technical and professional work involving the determination or predetermination of the eligibility of individuals for financial or medical assistance under government programs, including direct supervision over Benefit Programs Specialists.

Example of Duties

- Provides supervisory oversight to the Department of Social Services Benefit Programs to determine eligibility of individuals for government programs to include SNAP, Medicaid, TANF, VIEW, LIHEAP, Child Care Subsidy Program, Housing Choice Voucher;
- Provides administrative and programmatic supervision to Benefit Programs Specialists and Self Sufficiency Specialists;
- Trains, leads and develops staff;
- Reviews case records and evaluates the performance of staff;
- Interprets regulations and policy;
- Other duties as assigned.

Typical Qualifications

The successful candidate will have a Bachelor's degree in a human services field with human services program experience in a lead or supervisory capacity **OR** any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

For more information and to apply for this position please visit the City of Winchester's website at www.winchesterva.gov.