

Class Concept

Work in this class involves the supervision of a staff of social workers who provide direct services to clients. Employees may spend time in direct services to clients and their families. Positions assign cases to subordinates, coordinate work flow operations, and supervise staff through case review and consultation which requires the provision of substantial and recurring technical direction. Positions are responsible for staff training, resolving problems for agencies and clients and ensuring that quality services are provided. Positions may provide input on administrative, personnel, and budget issues. Employees report to a higher level supervisor or administrator.

Recruitment Standards

Knowledge, Skills, and Abilities

- Working 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.
- Considerable knowledge of behavioral and socioeconomic problems and their treatment and governmental and private organizations and community resources.
- Considerable knowledge of assessment, treatment and intervention techniques for mental health, addiction, and disabilities.
- Considerable knowledge of the laws, regulations, and policies which govern social work programs.
- Ability to supervise, train, social workers, students, interns or other staff.
- Ability to plan and execute work effectively.
- Ability to organize, track, monitor, and establish systems that adhere and support regulations and policies which govern the program.
- Ability in establishing rapport with a client and in applying techniques or assessing psychosocial, behavioral, and psychological aspects of client problems.

Minimum Education and Experience

Master's degree in social work from an appropriately accredited institution and one year of directly related experience; or

Bachelor's degree in social work from an appropriately accredited institution and two years of directly related experience; or

Master's degree in a human services field from an appropriately accredited institution and two years of directly related experience; or

Bachelor's degree in a human services field from an appropriately accredited institution and three years of directly related experience; or an equivalent combination of education and experience.