



**STATE OF NORTH CAROLINA
OFFICE OF STATE PERSONNEL
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RALEIGH, NC 27699-1331**

MICHAEL F. EASLEY
GOVERNOR

THOMAS H. WRIGHT
STATE PERSONNEL DIRECTOR

MEMORANDUM

TO: Directors, Local Public Health Departments
Directors, Local Management Entities

FROM: Patrick McCoy, PHR, CPM
Human Resources Partner

DATE: November 30, 2004

SUBJECT: Revised Educational and Experience Requirements for Social Workers

Please see the attached revised educational and experience requirements for the Social Worker I, II and III classifications. Essentially, the revisions eliminate an extra year of experience requirement that is not found in related human services classifications. In addition, these changes enhance the Bachelor and Master's Degree in Social Work educational background and will aid in the recruitment of individuals with these concentrated degrees at the Social Worker II and III levels.

These revised minimum educational and experience requirements are effective January 1, 2005, for all new hires. However, recognizing that re-evaluating current employees in work-against situations may have an impact on the local county budget, these adjustments may be deferred until the beginning of the next fiscal year. In any event, all employees are to be moved into the appropriate work-against arrangement by July 1, 2005. In addition, OSP would not object if a local agency made the effort to go retroactive to the beginning of this fiscal year for work-against changes. However, that is a local pay decision.

If you have any questions or need any clarification, please do not hesitate to contact your assigned Human Resources Partner at the Office of State Personnel.

pjm

c: Drake Maynard
OSP HR Partners