

Haywood County, NC



About Us



Welcome to the Haywood County Government Career Portal!

If you are looking for a career versus a job, look no further than Haywood County Government.

Our careers provide:

- Workforce Development and Training.
- Professional Growth Opportunities.
- A Variety of Public Services to Choose From.
- A Broad Range of Quality Benefits For You And Your Family's Future.
- The Ability to Serve the Citizens of Haywood County with Pride and Excellence.

All of our Career Posts include a detailed Job description along with the minimum requirements needed to qualify for the position and the salary to match those qualifications. So now is the time to take advantage of the opportunities available to invest in the future you want in Haywood County.

For a quick overview of our Benefits, Mission, Vision and Values, and Contact Information go to: [Haywood County - Human Resources](#)

Haywood County, NC and the Surrounding Area

Haywood County is centrally located in the Southeast region of the United States and easily reached from most places, either by automobile or plane. Haywood County is only 20 minutes west of Asheville, NC, 20 minutes east of Cherokee, NC, and the Blue Ridge Parkway curves its way around the county with four entrances to this scenic byway and access to the many hiking, viewing and picnic spots along the way.

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Driving times to Haywood County from popular areas are as follows:

- 2 hours and 30 minutes from Atlanta.
- 4 hours and 30 minutes from Charleston, SC.
- 2 hours and 20 minutes from Charlotte;
- 3 hours and 30 minutes from Columbia, SC.
- 1 hour and 15 minutes from Gatlinburg and Pigeon Forge, Tenn.
- 1 hour and 30 minutes from Greenville, SC.;
- 1 hour and 30 minutes from Knoxville, Tenn.
- 4 hours and 30 minutes from Raleigh, NC.
- 10 hours from Tampa, Fla.
- 8 hours from Washington, D.C.
- Asheville Regional Airport is located about 40 minutes east of Haywood County,
- Greenville-Spartanburg International Airport is just over an hour's drive from Haywood County.

For a more detailed description about Haywood County, NC and the surrounding area go to: [About Haywood County](#)

Opportunity Awaits!

- If this is your first time applying online, you will be prompted to create an account and select a username and password. You cannot complete an application until your account has been set up. The information in your account will be saved and you can use that account to apply for additional open positions in the future. We only accept applications for positions that are currently open and advertised.
- You will have the opportunity to upload a resume and cover letter, and we recommend that you take advantage of this option.
- Read the job posting carefully; it contains information about the position for which you are applying. Answer all questions completely and accurately. Your opportunity for employment begins with the accuracy and completeness of your application. The information you provide in the application and assessment (if applicable) will be the primary basis for evaluating your qualifications.

Haywood County is Proud to Be an Equal Opportunity Employer (EOE)

 **Job Detail**

[← Back to all Jobs](#)

ThruCare Program Director

(Open Positions: 1)

Closes On: October 18, 2021 at 05:00 PM EST

 [Apply Now](#)

Department: Administration

Job Status: Full-Time

Shift: 8:00 AM - 5:00 PM

Days Worked: Mon., Tue., Wed., Thu., Fri.

Position Type: Full-Time

Details: Salary Grade 76: \$65,000-\$75,000

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Primary Purpose

The purpose of this position is to develop and manage the Thru Care program at Haywood County. Thru Care is an innovative program that seeks to improve upon the current pretrial release program utilized across the United States by linking program enrollees with internal and external health and social service programs. Thru Care's mission is to break the cycle of incarceration present in Haywood County by removing barriers and providing access to necessary resources to improve outcomes during and after an individual's interaction with the criminal justice system.

The position will actively manage the daily operations of the Thru Care Program and provide direction and oversight to relevant county staff. This position will report directly to the County Manager. The position will also perform executive level administrative, supervisory, and professional tasks as required by this position. The individual serving in this position plans, organizes and implements programs within major organizational policies, and reports program progress to executive level administration through reports and conferences as well as presentations.

Description of Responsibilities and Duties

The tasks listed below are those that represent the majority of the time spent working in this position. Management may assign additional tasks related to the type of work of the position as necessary.

Supervisory:

Plans, coordinates and manages the daily activities of the County Thru Care Program.

Supervises the work of the following staff: Jail Navigators, Health Coordinator, and Resource Coordinator

Supervisory duties include instructing, planning, and assigning work, reviewing work, setting and maintaining standards, coordinating department activities, assisting in the selection of new employees and the allocation of personnel.

Duties also include providing guidance and assistance with personnel matters that have the potential to result in formal disciplinary action, approving disciplinary documentation prior to action being taken and assisting in termination of employees in all departments.

Prepares the department budget for Thru Care Program and monitors expenditures

Collaboration with the Court System and Community Partners

Works directly with Superior and District Court Judges to design and utilize a pretrial system that ensures community safety, while concurrently enhancing equity and efficiency in pretrial decision-making process.

Works closely with public and private partners, including agencies, corrections facilities, and community service providers to identify best practices, resources, and opportunities for collaboration

Develops and maintains relationships with, and act as a liaison to, community partner's resource organizations, educational institutions, housing providers and prospective employers that serve formerly incarcerated individuals

Represents the agency on committees and community partnerships

Program Development, Implementation and Data Management

Develops and implements pretrial release assessment using best practice models and adjusts models based on the distinctive population and cultural features in Haywood County

Develops a collaborative platform to disseminate necessary information to a variety of reentry stakeholders and verify the information posted is up to date.

Works with staff to oversee the development of comprehensive post-release plans for individuals soon to be released.

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Monitors the regular interdisciplinary case conferences with court stakeholders.

Coordinates with court stakeholders on any non-compliance issues and assist clients in getting back into compliance, including re-engaging clients, arranging return on warrants and implementing graduated responses to encourage future compliance

Oversees the collection of up-to-date participant information, including assessment, case management and case outcome data, in approved data base, and produce accountability reports

Follows up with staff and community or educational partners to design a system for post- release data collection to ensure program success

Performs other duties as assigned

Qualifications

Graduation from a four year college or university and at least 4 years of personnel experience in a technical, or administrative capacity involving pretrial release programs; cross-department collaborative efforts; community partnership building; and program development; or an equivalent combination of education and experience

Special consideration will be given to applicants who have experience with pre-trial programs in North Carolina

Knowledge, Skills and Abilities

Special Requirements -

Requires the ability to mentor by advising, counseling or guiding others regarding problems that may be resolved through review of policy/procedures, legal, clinical, administrative or professional principles

Requires handling or using machines, tools or equipment requiring brief instruction or experience, i.e. computers for data entry, fax machines, copiers, telephones or similar office equipment

Requires the ability to performing highly skilled work which involves the application of principles of logical thinking to diagnose/analyze and define problems, collection of data and the ability to solve problems with widespread unit and/or organizational impact

Requires reading journals, manuals and professional publications, speaking informally to groups of co-workers, staff in other organizational agencies, the general public, composing original reports, training and other written materials using proper language, punctuation, grammar and style

Decision making is a significant part of the job, affecting a large segment of the organization the general public and is an important factor in the success of the position

Physical Requirements

Position requires mostly sedentary work that will occasionally require walking or standing for brief periods of time.

Requires exerting up to 10 pounds of force on a recurring basis as well as routine keyboard operations.

The job requires normal visual acuity and field of vision, hearing and speaking ability.

The position risks no exposure to environmental hazards.

Haywood County is an Equal Opportunity Provider and Employer. ADA requires the County to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are

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invited to discuss accommodations.

Additional Information

ADDITIONAL REQUIREMENTS FOR POSITION:

Applicants must submit official college transcripts (if applicable). Applicants must have NC Driver's License and access to a vehicle. The applicant must have a clean driving record with no more than three (3) points showing on current DMV record.

COMPLETION OF APPLICATION:

Applicants will be given credit only for information provided in response to the announcement and included on the completed application. Applications should include at least ten (10) years of work experience on the application (if applicable). No additional information will be solicited or considered by this office; therefore individuals who submit incomplete applications may not receive full credit for their education, training and experience. Applicants will not automatically be given credit based on their position or title.

Disclaimer

The successful candidate will be subject to a criminal background check.

This institution is an equal opportunity provider and employer.