

Name: _____

Who's Who in Local Government?

Do you know the services that your county and city government provide for you? Often times, because local government services are so ingrained in our day to day lives, we take much of the services our city and county government provide for granted. See if you can correctly complete the chart below.

Job Titles:

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| <ul style="list-style-type: none"> Sherriff Traffic Engineer Clerk to the Board Mental Health Specialist/Habilitation Specialist Mayor Community Disease Control Specialist/Public Health Specialist Librarian Register of Deeds City Planner Sanitation Worker/Solid Waste Collector City Council member | <ul style="list-style-type: none"> Tax appraiser Social Worker/Child Support Agent County Commissioner Detention Officer City Manager Firefighter Pharmacist EMT/Paramedic Animal Control Officer Chief of Police Clerk of Court |
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Job Description	Employee of County, Municipality, or Both?	Job Title
I attend all meetings of the Board of County Commissioners; I draft minutes for the board's approval; I maintain custody of minutes, ordinances, and resolutions; I answer questions about board actions.		
I transport patients to local medical facilities and provide emergency medical aid and life-saving measures.		
I initiate, prepare, and enforce child support orders for the Department of Social Services.		
In a council-manager form of government, I serve as the administrative manager of all local government services. I serve at the pleasure of the City Council.		
I pick up lost, dangerous or injured animals; I locate owners of lost animals; I order quarantines as necessary; I assist at the animal shelter.		
I research traffic patterns; I monitor traffic computers; I recommend adjustments in traffic light signals to facilitate the flow of traffic.		
I, and my fellow board members, make official decisions for the city; we establish local tax rates, adopt a budget for the city, set policies for municipal services and pass ordinances.		
I apply development ordinances to specific city proposals; I analyze planning issues; I prepare reports; I make presentations to citizens and to city council.		

Job Description	Employee of County, Municipality, or Both?	Job Title
I am an elected official who guides the county court system, which is made up of district and superior courts. Although I am elected at the county level, all county courts are consolidated into a state court system; thus, I am officially an employee of the state.		
I work for investigate cases of specific communicable diseases, such as tuberculosis, AIDS, and sexually transmitted diseases; I identify contacts of the patient and refer individuals for treatment.		
Along with my fellow board members, I set the local property tax rate. We also adopt a county budget and pass ordinances, resolutions and orders to establish county policies. We also appoint a clerk to keep official records of our meetings, publish notices, conduct research, and carry out other administrative duties.		
I assist patrons by recommending and locating books, news materials and equipment; I classify published materials and recommend materials to be purchased.		
I am elected by citizens to record legal documents such as birth certificates, death certificates, marriage licenses, and property deeds.		
I am elected by a county's citizens. I monitor the county jails, and provide police patrol and criminal investigations for the unincorporated areas.		
I collect residential solid waste on an assigned route.		
I help clients and their families assess needs and develop plans for developmentally disabled or mentally ill clients.		
I research and appraise residential, commercial or industrial properties for tax assessment purposes.		
I provide law enforcement for the citizens of my municipality.		
I maintain order during daily routine at jail; I provide supervision for and ensure security of inmates.		
I process prescription orders at the health department; I register and counsel patients; I maintain inventories of drugs and supplies.		
In most NC cities, I am elected by the citizens to preside over the city or town council; I am typically the chief spokesperson for the municipality		