



North Carolina Board of Funeral Service

About the Board

In 1901, the North Carolina General Assembly created what now is called the North Carolina Board of Funeral Service (the "Board") to regulate the practice of funeral service in North Carolina. The Board serves to safeguard the public health, safety, and welfare of North Carolinians by ensuring that those individuals and entities licensed to practice funeral services in this state are duly qualified. Among the funeral services regulated by the Board is the preneed funeral industry, which enables North Carolina consumers to prepay funeral establishments for their own funerals.

Position Announcement: Compliance Inspector

The Board has opened a search to identify experienced, competent, licensed individuals to join its Compliance Inspections Team. This opportunity will require in-depth knowledge of the laws, rules and regulations pertaining to funeral service in North Carolina; an ability to work on a self-directed basis in conducting on-site inspections of licensed funeral establishments in an assigned region of the state; and the capacity for offering guidance and direction on issues pertaining to licensees' compliance with the laws and rules governing the practice of funeral service within North Carolina, along with the Federal Trade Commission's Funeral Rule. Successful candidates for this opportunity will demonstrate exceptional written and oral communications skills; an ability to express ideas, findings and inspections results clearly and effectively to licensees of the Board, the general public and consumers; and an ability to exercise independent judgment and discretion in decision-making. The work requires thorough knowledge of the Board's regulatory functions, requirements and procedures and comprehensive knowledge of the field of professional funeral service including funeral directing, embalming, cremation, and alkaline hydrolysis. The Compliance Inspector performs on-site inspections in accordance with established procedure and protocols for the inspections team as expressed in the NCBFS Compliance Guide and the NCBFS Standard Operating Procedures for inspections staff. Inspections include conducting detailed examinations of preneed records, documents, and files; investigating consumer complaints; and providing witness testimony in hearings and other matters before the Board or in the General Courts. Compliance Inspectors may conduct undercover investigations in response to consumer complaints or allegations of non-compliance with applicable state and federal statutes. Compliance Inspectors work under the direction of the Board's Executive Director and in collaboration with General Counsel on investigatory and disciplinary matters.

Regional Assignment: Central North Carolina generally bound by Forsyth County to the west and Wake County to the east.

Minimum Education & Experience: Associate degree from an accredited college of mortuary science and three [3] years actively engaged in the practice of funeral service, including two [2] years of progressively responsible experience in preneed contract administration and/or sales.

Additional Necessary Qualification: Per state law, a Funeral Service License, in good standing, is required for this position. Applicants licensed only as a Funeral Director or an Embalmer will not be eligible for consideration

Hiring Range: \$45,000 to \$50,000. In addition to base salary, the Board's benefits package includes: 40-hour workweek; medical, dental, and vision coverage; life insurance; 401K; annual and sick leave accruals; and paid state holidays.

Closing Date: October 31, 2026 – Candidates for the position should email a resumé to the Board's Executive Director, Brett D. Lisenbee, blisenbee@ncbfs.org.

The NC Board of Funeral Service is an Equal Opportunity Employer.

We do not discriminate on the basis of race, religion, color, sex, age, or any other basis covered by applicable law.

All employment decisions are based on qualifications, merit, and business need.