

The **Sullivan County Department of Public Health** is seeking to fill the following position:

COORDINATOR OF CHILDREN WITH SPECIAL NEEDS PROGRAM

The work involves responsibility for coordinating and supervising various phases of the Children with Special Needs 0-5 Program, including the Physically Handicapped Children's Program. An employee in this class assists in the development of policies and procedures relating to services to young children, coordinates assessment and intervention services, case management activities, transportation services, monitoring and controlling costs, assessing appropriateness of user service and assuring compliance with State and County Law, regulations and policy. The work is performed under general supervision of the Public Health Director and Deputy Public Health Director with wide leeway provided for the use of independent judgment. Supervision is exercised over professional and support staff.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Master's Degree or higher in social work, social science, public administration, business administration, education, or a related field, and one (1) year of administrative experience in providing human services to a client population; or
- (B) Graduation from a regionally accredited New York State registered college or university with a Bachelor's Degree in social work, social science, public administration, business administration, education, or a related field, and three (3) years of experience in providing human services to a client population, including one year in an administrative capacity; or
- (C) An equivalent combination of training and experience as defined by the limits of (A) and (B).

SALARY: \$57,000.00

TO APPLY ONLINE, visit: <https://sullivan-portal.mycivilservice.com/jobopps>

This is a competitive class position subject to Civil Service examination.

EEO/AA Employer

M/F/D/V