

**Sullivan County Division of Community Resources** is seeking to fill the following position:

**DIRECTOR CENTER FOR WORKFORCE DEVELOPMENT**

Directs the planning, coordination and administration of a wide variety of local workforce development operations in the local service delivery area. This administrative position involves the responsibility for coordinating, developing, directing, and implementing a comprehensive workforce development system of programs. Direction involves relating applicable fiscal, economic and technical information to program plans in order to upgrade and improve job skills of all job seekers and to improve the total employment opportunities of the municipality. The duties of the position involve the coordination of a variety of program activities to maximize success and efficiency. The Director of Center for Workforce Development is also responsible for organizing and directing the operations in accordance with the mandates of the Workforce Innovation and Opportunity Act (WIOA) and the Temporary Assistance Employment program. The work is performed under the administrative direction of the Commissioner of Community Resources with wide leeway allowed for the exercise over the work of all agency employees; the incumbent of this position does related work as required.

**MINIMUM QUALIFICATIONS: Either:**

(A) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree in public or business administration, industrial or labor relations, economics, political science, social science, human resources or related field, and four (4) years of full-time experience in employment program planning and development and analysis, personnel counseling or placement, public or business administration, economics or labor relations, or related field (two (2) years of this experience must have been in a supervisory capacity); or

(B) Satisfactory completion of a minimum of sixty (60) semester credit hours from a regionally accredited or New York State registered two (2) year college, with at least twelve (12) credit hours in any of the areas described in (A) and six (6) years of full-time experience in the areas also defined in (A) (two (2) years of this experience must have been in a supervisory capacity); or

(C) Graduation from high school or possession of high school equivalency diploma and eight (8) years of experience as described in (A) (two (2) years of which must have been in a supervisory capacity);

**SPECIAL REQUIREMENT:** *Candidate must possess a valid driver's license.*

**Salary: \$80,323.00 - \$95,814.00**

**MUST APPLY ONLINE AT:** <https://sullivan-portal.mycivilservice.com/jobopps>

Applications will be accepted until position is filled.

This position is a competitive position which is subject to civil service examination.

**EEO/AA Employer**

**M/F/D/V**

**NOTE:** Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were awarded by an educational institution outside of the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at: <https://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.