

COMMISSIONER OF FAMILY SERVICES

The Commissioner of Family Services is the head of the County Social Services District and is charged with the responsibility for administering public assistance and care as defined in the Social Services Law. In discharging this responsibility, the Commissioner must organize, direct and coordinate the work of all employees, both professional and non-professional, in the Family Services Department to achieve the effective and efficient operation of the multiple programs undertaken by the department. The Commissioner has control over department operations and direction of personnel, subject to financial limitations imposed by the local legislative body and the State Departments of Health and Labor and Office of Children and Family Services and Office of Temporary Disability Assistance. Work is performed in accordance with the requirements of the Social Services Law and policies of the County Legislature, under the direction of the County Manager.

MINIMUM QUALIFICATIONS: The qualifications for this position are established by regulation of the New York State Department of Social Services and are contained in 18 NYCRR 679.3 as follows:

Acceptable Training and Experience:

- (a) **Training.** Graduation from a recognized college or university with a Bachelor's degree for a four-year course of study; and
- (b) **Experience:**
 - (1) Four (4) years of satisfactory full-time paid experience in a health, education or social agency, two (2) years of which must have been in a satisfactory administrative or supervisory capacity; or
 - (2) Four (4) years of responsible full-time paid experience in an administrative or management position, where there is a responsibility for planning, directing and coordinating the work of a substantial staff working in several units or performing several separate functions.

- Note:** 1. ***Experience as local social services commissioner.*** Each year of experience as a chief executive officer of a social services district, within six (6) years immediately preceding the date on which he is appointed, shall be the equivalent of two years of the above prescribed experience.
2. ***Post-graduate training.*** Post-graduate training, at a recognized college or university, in social work, public administration, hospital administration, educational administration or business administration, shall be the equivalent, on a year for year basis up to two years, of the above prescribed experience. However, no such post-graduate training shall be the equivalent of the administrative or supervisory experience prescribed in Subdivision (b), Paragraph (1) above.

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.

SALARY: \$105,779.00-\$121,735.00, commensurate with experience

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

EEO/AA Employer

M/F/D/V

