

The **Sullivan County Department of Social Services** is seeking to fill the following position:

### **EMPLOYMENT SERVICES COORDINATOR**

This position involves responsibility for the planning, coordinating and supervising of the activities for the employment programs administered through the Department of Family Services which are designed to provide support and direction to clients of public assistance so they may secure and retain permanent employment. The work is performed under the general supervision of the Director of Temporary Assistance in accordance with applicable State and Federal regulations. Supervision is provided to technical and clerical staff for all employment related functions.

#### **MINIMUM QUALIFICATIONS: Either:**

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree and (2) years of experience in planning, coordinating or delivering employment or training services one year of which must have been in a supervisory capacity; or
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree and (4) years of experience in planning, coordinating or delivering employment or training services one year of which must have been in a supervisory capacity; or
- (C) Interviewing, determining eligibility and providing supervision for a major Social Services Assistance program as a Senior Social Welfare Examiner or above for (5) years.
- (D) An equivalent combination of training and experience as described in (A), (B) and (C) above.

**SALARY: Entry: \$43,902.00; Full: \$46,213.00**

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

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

Applications accepted until position is filled.

**EEO/AA Employer**

**M/F/D/V**