

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

DEPARTMENT OF COMMUNITY SERVICES PLANNER

This position involves responsibility for performing professional and technical duties in support of the County Department of Community Services. Duties will include the compiling and analysis of data, the research into existing rules, regulations, and laws governing current Health and Human Service Plans, and coordinating the planning process. Additionally, the incumbent will perform technical duties in connection with identifying, applying for, and administering state and federal grants for the Division. Work is performed under supervision of the Director of Community Services with wide leeway for independently performing most of the duties of the position. The position will involve considerable interaction with division staff, consumers, service providers, and public officials to ensure consolidation and coordination efforts are achieved.

MINIMUM QUALIFICATIONS: Either:

- (A) Possession of a Bachelor's Degree from a regionally accredited college or university, or one accredited by the New York State Board of Regents, to grant degrees in planning, economics, social sciences, or a related field, and two years' experience in planning, human services, public administration or a related field, at least one (1) year of which must have been in a supervisory capacity or program development and monitoring; or
- (B) Possession of an Associate's Degree from a regionally accredited college or university, or one accredited by the New York State Board of Regents, to grant degrees in planning, economics, social sciences, or a related field, and four years' experience in either planning, human services, or public administration, at least one (1) year of which must have been in a supervisory capacity or program development or monitoring; or
- (C) An equivalent combination of experience and training as defined by the limits of (A) and (B) above.

SALARY: Entry: \$52,450.00; Full: \$55,210.00

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