

Sullivan County Public Health Services 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 college or university or one accredited by the New York State Board of Regents to grant degrees 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 college or university or one accredited by the New York State Board of Regents to grant degrees 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 (1) 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

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

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

Applications accepted until the position is filled.

EEO/AA Employer

M/F/D/V