

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

### **COMMUNITY SERVICES COORDINATOR**

This is an important professional position involving responsibility for planning and coordinating a major services component of the County Community Services Department. This position does not involve day to day supervision or administration of a clinic. Incumbents will be required to become thoroughly familiar with the requirements and practices used in providing services to a specific program component such as Developmental Disabilities, Mental Health, Case Management, Alcohol and Drug Abuse, or other service component of the Community Services Department. Work is performed under general supervision with leeway for independently performing most duties. Although direct supervision of other staff is not ordinarily a requirement of this position, the duties will involve significant interaction with other staff to ensure that program certification requirements and the delivery of service are being accomplished in an acceptable manner.

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

- (A) Possession of a Master's Degree in psychology, sociology, or other behavioral sciences field from a regionally accredited college or university or one accredited by the New York State Board of Regents and three (3) years' experience in providing para-professional care management services and supervisory duties to aide persons adjusting to illness and/or disability; or
- (B) Possession of a Bachelor's Degree in psychology, sociology, or other behavioral sciences field from a regionally accredited college or university or one accredited by the New York State Board of Regents and five (5) years' experience in providing para-professional care management services and supervisory duties to aide persons adjusting to illness and/or disability.

**SPECIAL REQUIREMENT FOR APPOINTMENT:** *Candidates must possess a valid driver's license.*

**SALARY: Entry:** \$61,083.00 **Full:** \$64,298.00

**TO APPLY FOR THIS POSITION, visit:** <https://sullivanportal.mycivilservice.com/jobopps>

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

Applicant will be accepted until position is filled.

**EEO/AA Employer**

**M/F/D/V**