

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

### **CARE SERVICES COORDINATOR**

This position involves responsibility for case management and coordination of the Case Management Services for adult and youth services provided by the Sullivan County Department of Community Services. Duties will include outreach, case management, needs assessment, program eligibility determination, client selection/ prioritizing, and monitoring the delivery and quality of care. Incumbent(s) are responsible for assuring the standards of casework services in accordance with State, Home Health, and local agency policies and procedures. Some administrative duties will be performed in this position. Work is performed under the general direction of the Director of Community Services or his/her designee with leeway for independent judgment in performing many of the duties of the position.

#### **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 in psychology, sociology, or other behavioral sciences field; 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 and two (2) years of 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**