



SCHUYLER COUNTY CIVIL SERVICE DEPARTMENT

105 Ninth Street Unit 21
Watkins Glen, NY 14891
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Lorry Johnson
Personnel Officer

Job Vacancy **Staff Social Worker** Schuyler County Community Services

LAST DATE TO FILE: Applications accepted until position is filled.

SALARY: \$30.33/hr with excellent benefits

HOW TO APPLY: Applicants must submit a Civil Service "Application for Employment and/or Examination" to Schuyler County Civil Service office. Applications **WILL** be accepted via email or fax. You may include a resume with your application; however, **you may NOT substitute "See Resume"** for completing any portion of the application form. **INCOMPLETE APPLICATIONS WILL BE DISAPPROVED.**

VACANCY: At the present time, there is one full time opening in the Schuyler County Community Services Department. The person hired will need to take a Civil Service exam at a later date and be reachable on the list to gain permanency in the position.

RESIDENCY REQUIREMENT: None.

JOB DESCRIPTION: The work involves responsibility for providing professional social work services in the County Mental Health Clinic. The duties involve making psycho-social assessments of clients, developing and implementing treatment plans, and coordinating patient referrals to other agencies for supportive services. The advanced training required of this position affords incumbents with theoretical and practical knowledge of a variety of social work methods in helping individuals and families under different conditions with a primary focus on psycho-social factors in planning clinical interventions. The work is performed under the general supervision of the Clinic Director, or a Senior Staff Social Worker who provides guidance and instruction on methods and procedures. Does related work as required.

TYPICAL WORK ACTIVITIES:

Conducts intake and screening of new clients, makes psycho-social assessments to identify problems;

Develops treatment plans in consultation with other clinical staff aimed at helping clients reach the most satisfying social adjustment possible;

Provides psychotherapy to clients based on their needs and capacity using various social work treatment modalities;

Participates as a team member in individual, group and family therapy;

Coordinates and arranges for the provision of other services and resources for clients with community agencies and facilities;

Performs crisis intervention activities as needed;

Plans with the mental health staff and with community agencies to relate the client's treatment and rehabilitation program to his/her social situation prior to discharge;
Collects and maintains appropriate information from various sources such as professional staff and client families to establish overall approach to the solution of client's mental and social problems;
Refers clients to Psychologist for testing and Psychiatrist for medication review as needed;
Participates in staff meetings to discuss treatment plans for individual cases and in general program planning;
Prepares and maintains a variety of records and reports including client assessments, treatment plans, case progress notes, letters to clients and other agencies, treatment and discharge summaries;
Participates in the process of transfer of clients to other levels of treatment as appropriate.

MINIMUM QUALIFICATIONS:

Licensed by New York State as a Licensed Master Social Worker (LMSW).

Background Investigation: Candidates may be required to pass a pre-employment drug test and/or undergo a State and national criminal history background investigation, which will include a fingerprint check, to determine suitability for appointment. Failure to pass the pre-employment drug test or to meet the standards for the background investigation may result in disqualification.

Applications and announcements are available at: www.schuylercounty.us or the
Schuyler County Civil Service Office
105 Ninth St., Unit 21, Watkins Glen, NY 14891
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Date Issued: March 30, 2021