

St. Lawrence County Government
Position Advertisement Form

St. Lawrence County Department of Social Services is in search of:

Director of Services

Salary: \$81,152 - \$100,307 with excellent benefits as described below

Benefits: Generous vacation and sick time allowance, Public Service Loan Forgiveness eligibility and the option to enroll in the St. Lawrence County's health insurance or opt out of the insurance and receive a buyout in the amount of \$2,000 for single coverage or \$4,000 for family.

This position involves responsibility for planning and supervising the work of staff in the Department of Social Services which includes coordinating and supervising the work of several/various units of the department. The incumbent recommends policies and procedures for the department and is responsible for standards in accordance with the State and Federal Law and department policy. The work is performed under the general direction of the department head. Direct supervision is exercised over the work of subordinate supervisors and other subordinate staff. The incumbent will perform all related duties as required.

Minimum Qualifications:

- (A) Graduation from a regionally accredited or New York State register college or university with a Master's Degree in Social Work or a closely related field **AND** five (5) years of full-time experience in social casework with a public or private agency, two (2) years of which shall have been in a supervisory capacity; **OR**
- (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Social Work or a closely related field **AND** (7) years if full-time experience in social welfare with a public or private agency, two (2) years of which shall have been in a supervisory capacity; **OR**
- (C) Graduation from a regionally accredited or New York State registered college or university with a Associate's Degree in Social Work or a closely related field **AND** (10) years if full-time experience in social welfare with a public or private agency, two (2) years of which shall have been in a supervisory capacity.

Special Requirements:

- Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.
- Clearance through Statewide Central Register (SCR), per Section 424-a of the Social Services Law and Staff Exclusion List (SEL), per Section 495 of the Social Services Law.

Additional Employment Information: **This is a provisional appointment. The successful applicant will need to take a civil service examination and score within the top three interested candidates in order to be permanently appointed.**

Applications accepted until the position is filled.

You can apply online at <https://stlaw-portal.mycivilservice.com>.

Applications can also be obtained from the St. Lawrence County's website, <https://stlawco.org/Departments/HumanResources> or by contacting Human Resources

(315)379-2210.

Send application to:

St. Lawrence County Human Resources Office
48 Court Street
Canton, NY 13617
AA/EEO

Posted: 09/12/2023