



CHAUTAUQUA COUNTY DEPARTMENT OF HUMAN RESOURCES

3 N. Erie Street • Room 144 • Gerace Office Building, Mayville, NY 14757-1007 • Email cchrs@chqgov.com
Phone (716) 753-4237 • Fax (716) 753-4686 • Website chqgov.com

PSYCHIATRIC SOCIAL WORKER

**Full-Time w/Benefits
35 Hrs./Wk. @ \$29.98/Hour**

Chautauqua County's Department of Mental Hygiene is seeking to fill two Full-Time Psychiatric Social Worker positions at the Jamestown, NY office. These positions are full-time, 35 hours per week starting at \$29.98/hour. As a Psychiatric Social Worker, you will be responsible for clinical social work to help individuals with psychiatric, social, emotional, chemical and related difficulties. Incumbents will perform individual and group treatment to enable individuals to better manage the symptoms and sequelae of chemical, mental and emotional disorders in an effort to promote recovery. The work is performed in a variety of work settings including clinics and the Chautauqua County Jail.

A successful candidate must be a New York State Licensed Clinical Social Worker at time of application, appointment and during service in this classification.

These positions are being filled on a provisional basis pending the outcome of a future dated Civil Service examination for this title.

Chautauqua County Government also offers a comprehensive benefit package including Dental, Health, and Vision insurance, Employee Assistance Program, Retirement Savings Programs, Paid Time Off and much more.

All applicants must meet the minimum qualifications listed below and **MUST** submit an application available on the Chautauqua County Government's website: chqgov.com click on "Employment" in order to be considered for the position. **No resumes, emailed or faxed applications will be accepted.**

Please mail completed applications to:

Chautauqua County Department of Human Resources
Gerace Office Building
3 North Erie St – Rm 144
Mayville, NY 14757

Equal Opportunity Employer

PSYCHIATRIC SOCIAL WORKER

DISTINGUISHING FEATURES OF THE CLASS: These duties require the performance of clinical social work to help individuals with psychiatric, social, emotional, chemical and related difficulties. This is professional work involving responsibility for prioritizing psychiatric needs for clients served by the Chautauqua County Department of Mental Hygiene. Incumbents will perform individual and group treatment to enable individuals to better manage the symptoms and sequelae of chemical, mental and emotional disorders in an effort to promote recovery. The work is performed in a variety of work settings including clinics and the Chautauqua County Jail. Supervision is received by a Clinic Director or another higher ranking supervisory clinician. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Participates in the intake and screening of new clients, evaluating and assessing them and their presenting problems;
- Prioritizes clients' psychiatric needs for the psychiatrist;
- Functions as a member of an interdisciplinary treatment team;
- Provides individual, group and family therapy;
- Coordinates treatment programs with other human service agencies;
- Consults with staff on techniques to manage behavior issues;
- Compiles case studies, recording pertinent information;
- Maintains timely treatment documentation in accordance with current regulations that clinics are bound to by oversight and regulatory agencies;
- Collects and maintains appropriate data for administrative and clinical purposes;
- Participates in discharge planning.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles, methods, procedures and practices of psychiatric social work; thorough knowledge of community resources and how to use them effectively on behalf of clients; skill in treating the mentally ill, chemically addicted and emotionally disturbed; skill in communicating with both clients and colleagues to include ability to present case formulations; ability to document clearly and completely in keeping with current practice standards and regulations; ability to work effectively with others; ability to organize one's work; ability to prepare technical and informational data for both administrative and clinical purposes; good judgment; tact; physical condition commensurate with the demands of the position.

MUST MEET MINIMUM QUALIFICATIONS:

Possession of New York State licensure as a Licensed Clinical Social Worker at time of application, appointment and during service in this classification.