

STAFF SOCIAL WORKER
Permanent Full-Time position @ 35 Hrs./Wk.
Salary starts @ \$25.03/Hour
Including Full Benefits

The Chautauqua County Department of Mental Hygiene is currently seeking qualified applicants to fill a full-time Staff Social Worker position in their Dunkirk Office. These duties require the performance of social work to help individuals with psychiatric, social, emotional, chemical and related difficulties. This is professional work involving responsibility for providing individual, family and group treatment to enable individuals and their families to better manage the symptoms and sequelae of mental and emotional disorders in an effort to promote recovery. The Staff Social Worker functions as a member of a multi-disciplinary team and is responsible administratively to the Clinic Director or another higher-ranking supervisor. Does related work as required. Position will be filled on a provisional basis pending the outcome of a future dated Civil Service examination for this title.

A description of the duties and minimum qualifications is listed below.

Interested Candidates should complete the Chautauqua County Application for Examination/Employment (available on this Website) and send it to:

Chautauqua County Department of Human Resources
Gerace Office Building, Room 144
3 North Erie Street
Mayville, NY 14757

Equal Opportunity Employer

STAFF SOCIAL WORKER

DISTINGUISHING FEATURES OF THE CLASS: These duties require the performance of social work to help individuals with psychiatric, social, emotional, chemical and related difficulties. This is professional work involving responsibility for providing individual, family and group treatment to enable individuals and their families to better manage the symptoms and sequelae of mental and emotional disorders in an effort to promote recovery. The Staff Social Worker functions as a member of a multi-disciplinary team and is responsible administratively to a higher-ranking supervisor. 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;
Provides social work services to help clients adjust to their disabilities, and living situation;
Refers clients to other governmental and non-governmental agencies;
Compiles client charts, and case studies with appropriate data from various sources such as professional staff and clients' families to establish an overall approach to the solution of clients' mental and social problems;
Maintains information on community and health resources which can be utilized during the client's care;
Functions as a member of an interdisciplinary treatment team;
Provides individual, group and family therapy;
Coordinates treatment programs with other human service agencies;
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;
May provide training to staff and supervise social work students participating in field placement work.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the principles, methods, procedures and practices of social work; thorough knowledge of community resources and how to use them effectively on behalf of clients; good knowledge of theory, diagnosis and treatment of mental, social, emotional and chemical disorders; 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.

MINIMUM QUALIFICATIONS:

Open Competitive - A Master's degree in Social Work from a graduate school of Social Work approved by the New York State Department of Education.

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

When assigned to the Department of Health and Human Services:

1. Ability to meet the regular transportation requirements in carrying out fieldwork assignments at time of appointment and during service in this classification.
2. Candidates must not have been convicted of an alcohol or drug related driving offense, or have been convicted of refusing to submit to a Blood Alcohol Content (BAC) or chemical test for a period of three (3) years prior to the date of written test. Additionally, candidates that pass the written test and appear on the eligible list must not have been convicted of an alcohol or drug related driving offense, or have been convicted of refusing to submit to a Blood Alcohol Content (BAC) or chemical test for a period of three (3) years prior to certification and appointment.