



CHAUTAUQUA COUNTY DEPARTMENT OF HUMAN RESOURCES

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STAFF SOCIAL WORKER – Chautauqua County Government **Department of Mental Hygiene and Social Services**

Chautauqua County's Department of Mental Hygiene and Social Services looks to fill one (1) Full-Time Staff Social Worker positions to work out of the Jamestown, NY clinic. A Staff Social Worker has the responsibility of performing 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. Salary starts at \$30.76/hour plus benefits.

Typical Job Duties:

- 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.

Chautauqua County Offers A Comprehensive Benefits Package Which Includes:

- Health Insurance (including Dental & Vision plan)
- Health Savings Account (partially funded by the County)
- Flex Spending Account
- NYSLERS Pension
- Eligible for Federal Public Service Loan Forgiveness
- Mileage Reimbursement (when required)
- 13 Paid Holidays
- Vacation & Sick Time
- Personal Days
- NYS Deferred Compensation
- Wellness Program

This position is being filled on a provisional basis pending the outcome of a future dated Civil Service examination for this title.

Minimum Qualifications: Possession of a Master's Degree in Social Work. *PLEASE NOTE: Incumbents must obtain possession of a New York State licensure as either a Licensed Master Social Worker or Licensed Clinical Social Worker within one year of appointment or completion of the probationary period, whichever occurs first, and continuous possession of that licensure during service in this classification.* Must also meet regular transportation requirements in carrying out fieldwork assignments.

Application Process: Interested candidates must complete an original Chautauqua County Government Application for Employment/Examination available on the county's website: chqgov.com and return it to Chautauqua County Department of Human Resources, Gerace Office Building – Room 144, 3 North Erie St, Mayville, NY 14757 or email completed application (including signature) to Countyemploy@chqgov.com.

Chautauqua County Government is an Equal Opportunity Employer