

NOTICE

A vacancy exists in the
Schoharie County Health Department
in the position of

EARLY INTERVENTION SERVICE COORDINATOR (part-time)

2021 Starting Salary: \$21.52/hour (CSEA grade 14)

The work primarily involves providing a variety of professional care coordination services to children with special needs and their families. Incumbent conducts family intakes and child/family assessments. The incumbent coordinates services and develops, monitors and updates family service plans, and makes appropriate referrals as needed. Direct supervision is received from the Preschool Special Needs Coordinator/Local Early Intervention Official. Does related work as required.

This will be a **provisional** appointment; **permanent** appointment will be contingent upon successful completion of a Civil Service examination and becoming reachable on the resulting eligible list.

Candidates interested in being considered for this position must submit an employment application to the Schoharie County Department of Personnel & Civil Service, 284 Main Street, PO Box 675, Schoharie, NY 12157, (e-mail: civilservice@co.schoharie.ny.us) by the close of business on

MONDAY, DECEMBER 6, 2021.

Applications may be obtained in the Personnel Office or online at:
www.schohariecounty-ny.gov

MINIMUM QUALIFICATIONS:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in a health or human services field and one (1) year of experience dealing with families and/or children in a recognized public or private agency adhering to prescribed standards; **OR**
(B) Graduation from an approved school of nursing and two (2) years of experience in a recognized public or private agency adhering to prescribed standards; **OR**
(C) Graduation from a regionally accredited or New York State registered two-year college with an Associate's degree in a health or human services field and two (2) years of experience dealing with families and/or children, one (1) year of which shall consist of service coordination experience with children with developmental delays or disabilities, in a recognized public or private agency adhering to prescribed standards.

NOTE: Part-time employment can be pro-rated to count towards full-time (based on number of hours worked per week) and a higher level of education can be pro-rated for experience up to a year.

SPECIAL REQUIREMENT: This class requires extensive travel. Incumbent must possess a valid, appropriate level New York State Motor Vehicle Operator's license or otherwise demonstrate the ability to meet the travel needs of the job.

****In accordance with NYS Public Health Law, appointee must be fully vaccinated against COVID-19 at time of appointment and provide proof of vaccination status**.**