



Our Future Starts
With *you!*

POSITION: Early Intervention Services Manager

DEPARTMENT: Albany County Department of Children, Youth & Families

SALARY: \$78,130

WORK LOCATION: 112 State Street, Albany, NY 12207

BENEFITS:

- ▶ Generous Paid Time-Off
- ▶ Health, Dental, Vision and Hearing
- ▶ NYS Retirement System
- ▶ Tuition Reimbursement
- ▶ Work-Life Balance
- ▶ Public Service Loan Forgiveness

DESCRIPTION:

The incumbent in this position monitors and enforces the laws, rules and regulations concerning early childhood intervention program for families in the county. These duties involve the responsibility for coordinating and overseeing early childhood intervention program in an effort to provide service in accordance with established laws, rules, policies and procedures. Work is performed under the supervision of an Administrator. Supervision is exercised over subordinate professional and clerical staff. Does related work as required.

MINIMUM QUALIFICATONS: EITHER:

- A. Graduation from an accredited with a Master's Degree in Special Education, Social Work, Human Services, or a closely related field and two (2) years of experience involving an early childhood intervention program or an established program designed to assist children with special needs, included or supplemented by one (1) year of experience in a supervisory or administrative role; *OR,*
- B. Graduation from an accredited with a Bachelor's Degree in in Special Education, Social Work, Human Services, or a closely related field and four (4) years of experience involving an early childhood intervention program or an established program designed to assist children with special needs, included or supplemented by one (1) year of experience in a supervisory or administrative role.

SPECIAL REQUIREMENT:

Successful clearance from the State Central Registry in the New York State Office of Children and Family Services (Background investigation is conducted by the appointing authority).

Please submit a resume and cover letter with your application.

POINT OF CONTACT FOR INQUIRES:

DCYFJobs@albanycountyny.gov

