



Our Future Starts
With *you!*

POSITION: Crime Victim Caseworker (HELPS)

DEPARTMENT: Albany County Crime Victims and Sexual Violence Center

SALARY: \$48,956

LOCATION & HOURS: 112 State Street, Albany, NY 12207, 8:30AM to 4:30PM - May travel to local courts as needed. Potential for hybrid-remote schedule.

BENEFITS:

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

DESCRIPTION:

Are you passionate about supporting victims of crime and committed to a trauma-informed approach to advocacy? Join our team as a Crime Victim Caseworker, where you will make a meaningful difference by providing compassionate advocacy and support to victims of crime throughout Albany County and the City of Albany courts. In this role, you will guide victims and their families through the criminal justice process, conduct intakes to assess their needs, assist with completing New York State crime victim compensation applications, evaluate cases to identify additional services and resources, and connect individuals with appropriate referrals to promote healing and recovery. Prior experience in victim services is a plus. Working under the general supervision of the Supervising Crime Victim Caseworker, you will play a vital role in empowering victims, fostering resilience, and ensuring they receive the advocacy, support, and resources they deserve.

MINIMUM QUALIFICATIONS: EITHER:

- A. Graduation from an accredited college or university with at least a Bachelor's Degree in Criminal Justice, Human Services, Psychology, Sociology or a closely related field; OR,
- B. Graduation from an accredited college or university with an Associate's Degree in Criminal Justice, Human Services, Psychology, Sociology or a closely related field and two (2) years of advocacy experience.

SPECIAL REQUIREMENTS:

- Possession of a valid New York State driver's license at the time of appointment and throughout employment;
- Successful clearance of the required Suitability Determination (Background investigation is conducted by the appointing authority.)

Please upload a cover letter, resume and transcripts with this application.

POINT OF CONTACT FOR INQUIRIES:

Amanda Wingle - Director: Amanda.Wingle@albanycountyny.gov

Candidates will not have to take an exam for this title. This is a Hiring Emergency Limited Placement (HELP) Program-designated title. The HELP Program is a temporary program designed to help local government employers address current staffing issues. Traditionally, the titles filled under the HELP Program required job candidates to compete in a competitive exam to be considered for employment. For the duration of the program, this title will be classified as non-competitive and categorized as a "HELP Program" position. At the close of the program, this position will revert to competitive class status. Employees occupying positions filled through the HELP Program will be granted competitive class status without the need to participate in a competitive exam.

