



Our Future Starts With *You!*

POSITION Caseworker (HELPS)

DEPARTMENT Social Services

SALARY \$57,182

WORK LOCATION 162 Washington Ave, Albany, NY 12210

HOURS 8:30A-4:30P M-F

BENEFITS

Paid Time Off

Health, Dental, Vision, & Hearing

Tuition Reimbursement

NYS Retirement

Employee Assistance Program

Subsidized Daycare – Little Sprouts at Shaker Place

DESCRIPTION

The Albany County Department of Social Services is looking to fill several vacant Permanent **Caseworker** positions in the Adult Services, Homeless Emergency Housing/Reception and Temporary Assistance/Employment/Daycare Divisions.

The work involves responsibility for providing social work services to individuals, including children, families and/or caregivers. An incumbent investigates reports of suspected abuse and maltreatment, and/or assists clients with economic, emotional, social and environmental difficulties by making the necessary service referrals to address the social problems identified throughout the course of a case. The Caseworker, in consultation with a higher-level staff member, assesses risk and safety factors impacting individuals, children and families and/or formulates and carries out plans to meet individual and/or family problems of the cases assigned. The work is performed under the general supervision of a higher-level caseworker, or Case Supervisor B with extensive mandated training provided through the State and the agency. Does related work as required.

New York State has approved the Caseworker to be included in the NYS HELP Program. Under the Help Program, the Caseworker position will be filled via Non-Competitive appointment, meaning further examination will **not** be required. Candidates must meet the minimum qualifications for the position.

If you are a permanent Caseworker, you may apply as a lateral transfer by sending send an email to:

DSSInquiries@albanycountyny.gov and your Director indicating your interest. Please include an updated job application, resume, copy of your transcripts and three (3) professional references (name, phone number and relationship to you).

MINIMUM QUALIFICATIONS: EITHER:

- A. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's Degree; OR,
- B. Licensed as a Registered Professional Nurse with one (1) year of professional nursing experience.

SPECIAL REQUIREMENT

Possession of a valid New York State driver's license at the time of appointment and throughout employment.

Please submit a resume and transcript with your online application.

POINT OF CONTACT FOR INQUIRIES

dssinquiries@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.



Daniel P. McCoy
Albany County Executive