

PLEASE POST CONSPICUOUSLY

CHEMICAL DEPENDENCIES CLINIC

Staff Social Worker

\$42,503 - \$50,458

LAST DAY FOR FILING: December 19, 2011

DATED: December 7, 2011

EOE

DISTINGUISHING FEATURES OF THE CLASS: Provides social work services to patients of the Community Mental Health/Mental Retardation facility; does related work as required

EXAMPLES OF WORK: (Illustrative only)

- Participates in the intake and screening of new patients, evaluating and diagnosing the patient and problems;
- Participates as a team member in individual, group and family therapy;
- Provides social work services to help patients adjust to their disabilities and social environment;
- Refers clients to other governmental and non-governmental agencies;
- Coordinates various activity and treatment programs with other social agencies;
- Compiles case studies, recording pertinent information;
- Plans with the community mental health team and with community agencies to relate the patient's treatment and rehabilitation program to his/her social situation prior to his/her discharge;
- Collects and maintains appropriate data from various sources such as professional staff and patients' families to establish an overall approach to the solution of patients' mental and social problems;
- Maintains information on community and health resources, which can be utilized during the patient's care and subsequent to his/her discharge;
- Participates in the process of transfer of patients to other levels of treatment as appropriate.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of the practices and procedures of social work and of the social factors affecting disease and disability; ability to organize work effectively; ability to interpret federal, state and local laws affecting the medical and health programs; ability to prepare reports; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: A Master's Degree in Social Work from a graduate school of social work approved by the New York State Department of Education.

SPECIAL REQUIREMENT: Must obtain LMSW within three months from appointment.
Agreed to by the Municipal Service Division and the Department of Mental Hygiene, Division for Local Service.

Rev. and Adopted Otsego Co. CS - 6/12/73
4/1/76

CLASSIFICATION: Competitive

Applications available at the Otsego County Personnel/Human Resources Office, 183 Main Street, Cooperstown, NY 13326 or online at www.otsegocounty.com