



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Adam J. Bello  
County Executive

Andrea M. Guzzetta  
Director

---

**TITLE:**                   **ADDICTION SERVICES DIRECTOR**

**SALARY:**                \$76,157 - \$98,083 annually

**LOCATION:**             Monroe County Department of Human Services

**JOB SUMMARY:**

This is an administrative position, located at the Department of Human Services, responsible for developing, implementing and overseeing a substance abuse outreach and advocacy program, an initiative of the County Executive, for Monroe County residents. This position will work with the County Executive on an ongoing basis to identify and formulate key policies that will contribute to the delivery of the vision, and analyze on an ongoing basis all facets of the program in order to evaluate the need for updating policies to ensure its' success. Duties involve the overall supervision of programs that involve conducting outreach to individuals suffering from drug addiction (substance use disorder) with a concentration on providing outreach, education and referrals for treatment for opioid and other substance abuse. Duties also involve obtaining and analyzing data in order to assess the needs of the local population. The employee reports directly to, and works under the general supervision of the Commissioner of Human Services. General supervision is exercised over public health representatives, research and data analysis coordinators and other staff members. Does related work as required.

**MINIMUM QUALIFICATIONS:**

Graduation from a regionally accredited or New York State registered college or university with a Master's Degree in Social Work, or a counseling, psychology, human services or a closely related field plus seven (7) years paid full-time or its part-time equivalent professional experience supervising or participating in counseling chemically dependent (alcohol and/or substance abuse) individuals, two (2) years of which must have been in a supervisory capacity and two (2) years of which must have been in policy formulation (supervision and policy formulation can be performed simultaneously).

**SPECIAL REQUIREMENTS:**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COUNTY DEPARTMENT OF HUMAN SERVICES  
111 WESTFALL ROAD - HUMAN RESOURCES RM.752B  
ROCHESTER, NY 14620

**Posting Date:** June 30, 2020

**Posting Deadline:** July 15, 2020