



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

**TITLE: ADDICTION SERVICES OUTREACH
SUPERVISOR (Provisional* Appointment)**

SALARY: \$50,516 - \$69,374 annually

LOCATION: Monroe County Department of Public Health

JOB SUMMARY:

This supervisory position, located in the Department of Public Health, is responsible for supporting the efforts of Monroe County government to treat and prevent substance use through community outreach. Duties involve conducting outreach in the streets and at events throughout the County while providing supervision and oversight to subordinate staff. Other duties performed are staff training, mentoring, report development, and data analytics. The employee reports directly to and works under the general supervision of a Public Health Project Manager or other higher-level staff member. General supervision is exercised over Addiction Services Outreach Specialists. Does related work as required.

PROPOSED MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma plus EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree plus two (2) years paid full-time or its part-time equivalent professional** experience conducting community outreach, or in responsible public contact work,*** or healthcare or substance use education, or providing direct substance use prevention or treatment services; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree plus four (4) years paid full-time or its part-time equivalent experience as described in (A) above: OR,
- (C) Six (6) years paid full-time or its part-time equivalent experience as described in (A) above; OR,
- (D) An equivalent combination of education and experience as defined by the limits of (A), (B) and (C) above.

**Professional experience, for the purposes of these minimum qualifications, does not include clerical, secretarial, reception or similar duties.

***Responsible public contact work, for the purposes of these minimum qualifications, is defined as substantial face-to-face or telephone communication with adults (age 12+) involving customer service, persuasion, teaching, negotiation, explaining, counseling, or similar activities. The nature of the content is such that it requires judgment on the part of the individual in dealing with or responding to another person.

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.

***PROOF OF COVID-19 VACCINATION WILL BE REQUIRED FOR THIS POSITION.**

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

Monroe County Department of Public Health
111 Westfall Road - Human Resources Rm.752B
Rochester, NY 14620

Posting Date: February 18, 2022

Posting Deadline: Until Filled

*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.