



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: **FAMILY COURT PARENT ADVOCATE**
(Provisional* Appointment)

SALARY: \$37,348 - \$51,172 annually

LOCATION: Monroe County Office of the Public Defender

JOB SUMMARY:

This position, located at the Public Defender's Office, is responsible for assisting and guiding clients through the court and other institutional processes. The employee assists in preparing clients for Child Protective Services (CPS) interactions and attends interviews and meetings with clients. As the employee actively participates with the attorney and staff to develop case management plans, the employee also provides encouragement to clients to engage in services to avoid State intervention. The employee develops a relationship with the clients and provides emotional support, mentorship and advocacy assistance to clients during the various processes. The employee reports directly to, and works under the general supervision of the Special Assistant Public Defender or other higher-level staff member. Does related work as required.

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 an Associate's degree in Social Work, Human Services, Psychology, Sociology or a closely related field; OR,
- (B) Two (2) years paid or volunteer** full-time or its part-time equivalent experience working with the child welfare or family court system; OR,
- (C) An equivalent combination of education and experience as defined by the limits of (A) and (B) above.

**Volunteer experience must be documented by the participating agency and signed by the appointing authority. Employment dates, average number of hours worked per week, and job duties must be included. Documentation must be included with your application.

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.

ADDITIONAL INFORMATION:

From July 2022 through October 2023 Monroe County will be providing full-time employees a quarterly \$500 retention payment.

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 OFFICE OF THE PUBLIC DEFENDER
ATTN: MIKE MOLINARI
10 N. FITZHUGH STREET
ROCHESTER, NEW YORK 14614

Posting Date: July 25, 2022

Posting Deadline: August 22, 2022

*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.