



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta
Director

TITLE: **MEDICAL SOCIAL WORK MANAGER**
(Provisional* Appointment)

SALARY: \$65,964 - \$84,910 annually

LOCATION: Monroe Community Hospital

JOB SUMMARY:

This is an administrative and professional medical social work position responsible for directing the medical social work function at the Monroe Community Hospital in providing medical social work services to residents. Responsibility focuses on the administrative aspects of directing the unit, including long-range planning, policies and procedures development, budget oversight, the clinical consultative role in evaluating suggested plans of care and monitoring on-going services to residents. The Medical Social Work Manager represents the unit on standing committees of the Hospital. The employee reports directly to, and works under the general supervision of an administrator of the Hospital with independence allowed for establishing internal procedures, schedules, and priorities for the unit, and for monitoring and evaluating staff performance. General supervision is exercised over a support staff. 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, whose graduate program in Social Work has been accredited by the Council on Social Work Education and the New York State Education Department, plus five (5) years paid full-time or its part-time equivalent social work experience in the health care field, three (3) years of which shall have been in a supervisory capacity.

NOTE: Social Work experience in the health care field will include psychiatric social work, mental health social work, public health social work, and/or medical social work. The following types of experience WILL NOT be considered mental health/psychiatric or medical social work: general casework, community work in a drug abuse program, correction and parole work, social work in a child welfare agency or school program, work in local Department of Social Services Offices, counseling and human service work in agencies which are not health-related.

SPECIAL REQUIREMENTS:

Pursuant to Article 154 of the New York State Education Law, the requirements for New York State licensure to practice social work include possession of a professional license and current registration issued by the New York State Education Department in Licensed Master Social Work (LMSW) or Licensed Clinical Social Work (LCSW).

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 and for at least four (4) months at the time of examination.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COMMUNITY HOSPITAL
ATTENTION: PERSONNEL
435 EAST HENRIETTA ROAD
ROCHESTER, NY 14620

Posting Date: February 14, 2020

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.