



Department of Human Resources & Civil Service

Job Announcement

Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zurly
Director

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

SALARY: \$78,181 - \$ 108,222 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

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).

This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. 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.

210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471

PHONE: (585) 753-1700 WEB SITE: <http://www.monroecounty.gov>

Monroe County government prohibits discrimination in employment, program activities, procurement and contracting against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation or national origin.

An Equal Opportunity Employer

ADDITIONAL INFORMATION:

Visit: <https://www.monroecounty.gov/hr-choosemonroe> for more information on our county's generous paid time off, 14 holidays and more.

RESIDENCY REQUIREMENT:

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

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COMMUNITY HOSPITAL DEPARTMENT OF HUMAN RESOURCES
435 EAST HENRIETTA ROAD
ROCHESTER, NEW YORK 14620

Posting Date: September 17, 2025

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.