



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: RECREATION AND VOCATIONAL COORDINATOR
(Provisional* Appointment)

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

LOCATION: Monroe County Department of Human Services

JOB SUMMARY:

This is a professional position responsible for planning, scheduling, implementing and overseeing group and individual therapeutic recreation and leisure sessions and vocational programs for the specific, but diverse population of youth aged ten (10) years through, and including, seventeen (17) years at the Monroe County Department of Human Services – Children’s Detention Center, a 24/7 facility. Duties include assessing the needs, interests, and abilities of youth to develop programs appropriate to their specific needs, and available resources. The employee reports directly to, and works under the general supervision of a Supervising Youth Detention Worker, Assistant Director of Children’s Center 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 a Master’s degree in Social Work or Criminal Justice, or in a human services, human relations, human and/or child development, child and/or family studies, social and cultural diversity, education, therapeutic recreation, sports administration, sports management, or leisure and/or sports, parks or recreation field plus one (1) year paid full-time or its part-time equivalent professional** experience in planning, organizing and conducting activities of a recreation program, physical education or sports program (school or other), or therapeutic recreation program; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor’s degree in one of the fields mentioned in (A) above plus two (2) years paid full-time or its part-time equivalent professional** experience as defined in (A) above; OR,
- (C) Graduation from a regionally accredited or New York State registered college or university with an Associate’s degree in one of the fields mentioned in (A) above plus four (4) years paid full-time or its part-time equivalent professional** experience as defined in (A) above; OR,
- (D) An equivalent combination of education and experience as defined by the limits of (A), (B) and (C) above.

****NOTE:** For the purpose of these minimum qualifications, professional experience does not include clerical, secretarial, receptionist, laborer, or similar duties.

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

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF HUMAN SERVICES
111 WESTFALL ROAD, RM. 752B
ROCHESTER, NEW YORK 14620

Posting Date: June 6, 2022

Posting Deadline: July 1, 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.