



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Adam J. Bello  
County Executive

Andrea M. Guzzetta Zury  
Director

**TITLE:** REHABILITATION COUNSELOR  
(Provisional\* Appointment)

**SALARY:** \$42,074 - \$57,647 annually

**LOCATION:** Monroe County Sheriff's Office

**JOB SUMMARY:**

This position in the Monroe County Sheriff's Office is responsible for providing rehabilitative counseling to jail inmates while incarcerated at the Monroe County Jail. Duties involve conducting interviews, facilitating group sessions, assessing, securing appropriate support from local services, and maintaining records and preparing related reports. The employee reports directly to, and works under general supervision of the Director of Inmate Drug and Alcohol Treatment Programs or other higher-level staff member. Does related work as required.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma plus graduation from a regionally accredited or New York State registered college or university with an Associate's degree, or higher in Sociology, Counseling, Social Work, Human Services, Psychology, or Criminal Justice or a closely related field plus two (2) years paid professional\*\* full-time or its part-time equivalent experience in counseling, corrections, social work or case work.

\*\*Professional experience, for the purposes of these minimum qualifications, does not include office clerical, secretarial, labor, administrative support, or similar experience.

**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 DEPARTMENT OF HUMAN RESOURCES  
39 WEST MAIN STREET - ROOM 210  
ROCHESTER, NEW YORK 14614

**Posting Date:** November 30, 2022

**Posting Deadline:** December 30, 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.