



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Cheryl Dinolfo
County Executive

Brayton McK. Connard, SPHR
Director

TITLE: **SUPERVISING CHILD CARE WORKER**
(Provisional* Appointment)

SALARY: \$41,094 - \$52,117 annually

LOCATION: Monroe County Department of Human Services - **Children's Detention Center**

JOB SUMMARY:

This supervisory position is responsible for the operation of various programs initiated for adolescent youth (ages ten [10] - eighteen [18]) who reside in the Monroe County Children's Center (a secure detention facility) usually by Family Court order and the court ordered transporting of Persons in Need of Supervision (PINS) and Juvenile Delinquent (JD) youth. Duties include coordinating and implementing orientation and training of Senior Child Care Workers and Child Care Workers who work a variety of shifts and schedules. This position differs from Senior Child Care Worker by virtue of the overall supervision provided to staff and youth at the Children's Center, and the overall development of procedures and training. The employee reports directly to, and works under the general supervision of, the Coordinator of the Children's Center. General supervision is exercised over Child Care Workers, Senior Child Care Workers and other staff. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma, plus EITHER:

- (A) Six (6) years paid full-time or its part-time equivalent experience involving the custodial care, counseling, or instruction of youth in a facility, institution or agency devoted to the care, education, rehabilitation or detention of youth, one (1) year of which must have been in a supervisory capacity**; OR,
- (B) Six (6) years paid full-time or its part-time equivalent experience responsible for the protection of people or property in a position such as Police Officer, Security Specialist or Military Police; OR,
- (C) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree, plus four (4) years paid full-time or its part-time equivalent experience described in (A) or (B) above; one (1) year of which must have been in a supervisory capacity**; OR,
- (D) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's or Master's degree, plus two (2) years paid full-time or its part-time equivalent experience as described in (A), (B), or (C) above, one (1) year of which must have been in a supervisory capacity**; OR,
- (E) An equivalent combination of education and experience as defined by the limits of (A), (B), (C), and (D) above.

**Supervisory capacity, for the purposes of these minimum qualifications, involves typical duties such as assigning and reviewing work, evaluating performance, maintaining work standards, motivating and developing subordinate employees, implementing procedural changes, increasing efficiency and dealing with problems of

absenteeism, morale and discipline. The supervision aspects must be an integral part of the job, not incidental or occasional.

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 - HUMAN RESOURCES RM.752B
ROCHESTER, NY 14620

Posting Date: January 7, 2019

Posting Deadline: January 18, 2019

*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.