

# NOTICE OF VACANCY

**DEPARTMENT:** Emergency Services  
**TITLE:** STOP-DWI Coordinator  
**GRADE/SALARY:** 32M - \$53,327 plus Excellent Benefits

**THIS IS A NON-COMPETITIVE CIVIL SERVICE POSITION.**

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves the responsibility for planning, budgeting, evaluating, administering, and reporting requirements of the County Special Traffic Options Program for individuals convicted of alcohol related offenses. The incumbent coordinates efforts of County, local police, court agencies and community organizations in attempting to reduce alcohol related injuries and fatalities by improving law enforcement and adjudication and promoting traffic safety education and driver rehabilitation following program guidelines. Additionally, this position includes controlling program appropriation and revenue and improving public awareness of the STOP-DWI programs. The incumbent also administers a traffic safety program for the County and serves as the Director of Traffic Safety, as well as acting as the STOP-DWI Coordinator as per Section of 1197 of the Vehicle and Traffic Law. The work is performed under the general direction of the Director of Emergency Services in accordance with policies and procedures approved by the County Stop-DWI committee, Traffic Safety Committee, County Legislature and the State Commissioner of Motor Vehicles. Supervision may be excised over subordinate personnel. The incumbent performs related work as required.

**MINIMUM QUALIFICATIONS:** Candidates must meet the minimum qualifications at time of application. Either:

- (A) Graduation from a regionally accredited or NYS registered college or university with a Bachelor's Degree **AND** two (2) years of experience\* in alcohol or drug abuse counseling, the judicial system dealing with problems of drinking and driving, law enforcement, coordination of training programs, or advertising, public service announcements, promotions, or public relations; **OR**
- (B) Graduation from a regionally accredited or NYS registered college or university with an Associate's Degree **AND** four (4) years of experience in alcohol or drug abuse counseling, the judicial system dealing with problems of drinking and driving, law enforcement, coordination of training programs, or advertising, public service announcements, promotions, or public relations.

\*Possession of a Master's Degree from a regionally accredited or New York State registered college or university may be substituted for one year of the required experience.

**SPECIAL REQUIREMENT:** Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.

**NOTE:** Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred.

**HOW TO APPLY:** Go to <https://oneida-portal.mycivilservice.com/jobopps>.

If you do not have internet access, paper applications can be picked up in the Personnel Department on 6<sup>th</sup> Floor of the Oneida County Office Building. You may also request a paper application to be mailed to you by calling 315-798-5726. Completed applications can be mailed or hand-delivered to the address printed on the top of the application.

**APPLICATIONS MUST BE RECEIVED NO LATER THAN:** January 28, 2022

**\*\*Oneida County is an equal opportunity employer\*\***