



# ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

**DEPARTMENT:** Family and Community Services  
**CIVIL SERVICE TITLE:** Caseworker (HELP Program)  
**CLASSIFICATION TYPE:** Non-Competitive  
**SALARY (GRADE):** \$55,743 (30W) Plus Excellent Benefits  
**APPLICATION DEADLINE:** December 31, 2024  
**APPLY ONLINE\*:** <https://oneida-portal.mycivilservice.com/post/jobopps>



**DISTINGUISHING FEATURES OF THE CLASS:** This position involves the primary responsibility to provide social work services for individuals and/or their families, including children, to assist them with their economic, emotional, social, and environmental difficulties. The social casework services may be provided in certain cases where problems of neglect, destitution, and delinquency are involved. This position requires fieldwork and requires travel in both rural and urban areas to meet with individuals or families. In addition, the incumbent makes referrals to Family Court and other professional community services. Work is performed under close supervision of an experienced casework supervisor with training and development through individual and group sessions provided by the agency training unit. In consultation with immediate supervisor, the incumbent formulates and carries out plans to meet the individual problems of cases assigned. The incumbent performs related work as required.

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

Possession of Bachelor's Degree.

**SPECIAL REQUIREMENTS:**

1. Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.
2. Statewide Central Register (SCR), per Section 424-a of the Social Services Law, and Staff Exclusion List (SEL), per Section 495 of the Social Services Law, background checks are required prior to appointment.

**NOTES:**

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred.
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

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

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

Issued: 05/06/2024