



# ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

**DEPARTMENT:** Emergency Services

**CIVIL SERVICE TITLE:** STOP-DWI Coordinator

**CLASSIFICATION TYPE:** Non-Competitive

**SALARY (GRADE):** \$61,435 (32M) Plus Excellent Benefits

**APPLICATION DEADLINE:** December 31, 2025

**APPLY ONLINE\*:** <https://oneida-portal.mycivilservice.com/post/jobopps>



**DISTINGUISHING FEATURES OF THE CLASS:** This position is responsible for the planning, budgeting, evaluation, administration, and reporting requirements of the County Special Traffic Options Program for individuals convicted of alcohol-related offenses. The incumbent coordinates the efforts of County and local police, court agencies, and community organizations to reduce alcohol-related injuries and fatalities by enhancing law enforcement and adjudication, and by promoting traffic safety education and driver rehabilitation in accordance with program guidelines. Additionally, this position involves managing program appropriations, revenues, and increasing public awareness of the STOP-DWI programs. The incumbent also administers the County's traffic safety program and serves as the Director of Traffic Safety, as well as the STOP-DWI Coordinator in accordance with Section 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 established by the County STOP-DWI Committee, Traffic Safety Committee, County Legislature, and the State Commissioner of Motor Vehicles. Supervision may be exercised over subordinate personnel. The incumbent performs related work as required.

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

- (A) Possession of 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) Possession of 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.

**SPECIAL REQUIREMENT:** Possession of a valid New York State driver's license at the time of the appointment. The license must remain valid throughout the 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 on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.
3. Possession of a Master's Degree from a regionally accredited or New York State registered college or university may be substituted for one (1) year of the required experience.

**\*\*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.

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