

## ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Public Health

CIVIL SERVICE TITLE: Director of Special Children Services

(NYHELP Program)

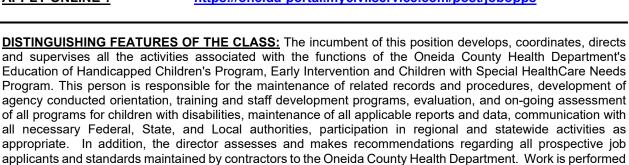
**CLASSIFICATION TYPE:** Non-Competitive

SALARY (GRADE): \$75,956 (38M) Plus Excellent Benefits

**APPLICATION DEADLINE:** November 30, 2025

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

over professional and clerical staff. The incumbent performs related work as required.



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

under the general supervision of the Commissioner of Health or Public Health Director. Supervision is exercised

- (A) Possession of a Master's Degree in Education, Public Administration, Health Services Management or a related field **AND** three (3) years paid experience in human services administration, disability services or a related field; **OR**
- (B) Possession of Bachelor's Degree in Education, Public Administration, Health Services Management or a related field **AND** five (5) years paid experience in human services administration, disability services or a related field.

**SPECIAL REQUIREMENT:** Certain assignments made to employees in this class will require access to transportation to meet field work requirements in a timely and efficient manner.

## **NOTES:**

- Candidates MUST submit with application a copy of transcripts showing degree area and date degree conferred.
- 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 <a href="http://www.cs.ny.gov/jobseeker/degrees.cfm">http://www.cs.ny.gov/jobseeker/degrees.cfm</a>. Candidates will be required to pay the evaluation fee.
- 3. Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.

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

If you do not have internet access, paper applications can be picked up at the Oneida County Office Building (Utica, NY) in the Personnel Department. You may also request a paper application to be mailed by calling 315-798-5726.

Issued: 09/08/2025