



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Mental Health

CIVIL SERVICE TITLE: Director of Adult Mental Health Services
(NYHELP Program)

CLASSIFICATION TYPE: Non-Competitive

SALARY (GRADE): \$81,756 (40M) Plus Excellent Benefits

APPLICATION DEADLINE: December 31, 2025

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



DISTINGUISHING FEATURES OF THE CLASS: The Director of Adult Mental Health Services has general management responsibilities, administratively and clinically, for the social work program(s) providing services in Oneida County. The incumbent is responsible for the administrative oversight for Oneida County mental health needs and service delivery system. The Director of Adult Mental Health Services reports to the Commissioner of Oneida County Department of Mental Health. The incumbent performs related work as required.

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

- (A) Possession of a Doctorate in Social Work from a school of social work approved by the University of the State of New York, **AND** one (1) year of post-Master's Degree experience in clinical social work or administrative work in a clinical social work setting*; **OR**
- (B) A New York State Licensed Social Worker (LMSW or LCSW), **AND** two (2) years of experience in clinical social work or administrative work in a clinical social work setting*; one (1) year of which must have been post-Master's Degree experience.

***Clinical Social Work Setting:** Any approved facility/agency in which individual, family and group treatment is provided directly to clients who are experiencing emotional difficulties, and further, that supervision is provided by an approved clinical professional (certified social worker, psychiatrist, or licensed psychologist).

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. The incumbent must possess a valid New York State driver's license at time of appointment and must maintain license throughout appointment.

NOTES:

- 1. Candidates **MUST** submit with application a copy of transcripts, if qualifying under (A).
- 2. Candidates **MUST** submit with application a copy of LMSW or LCSW, if qualifying under (B).
- 3. 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 6th Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

Issued: 11/05/2025