

Please Post Conspicuously

**OTSEGO COUNTY IS ACCEPTING APPLICATIONS CONTINUOUSLY FOR  
THE FOLLOWING VACANCY:**

**Community Services  
Mental Health Clinic**

***FORENSIC STAFF SOCIAL WORKER***

**(Position is Located in Oneonta)**

**\$62,426 - \$74,141**

**EOE**

**DISTINGUISHING FEATURES OF THE CLASS:** This is a professional position involving responsibility for providing forensic counseling services to inmates incarcerated in the Otsego County Jail. These duties include responsibility for identifying, assessing, and managing problems related to mental illness and disability, developing a plan of care for inmates and their families in need of psychotherapy/counseling services, and consulting with staff and community resource persons. Employees in this class differ from the Staff Social Worker positions by virtue of their more specialized clientele with leeway allowed for independent action. The work is performed according to agency policy, practice, and procedures under the direct supervision of the Director of Community Services and the general supervision of the consulting Psychiatrist. Employees may be required to participate in an on call rotation during clinic hours to respond to emergency situations. Does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

- Maintain a caseload and perform essential counseling responsibilities;
- Conduct court-ordered mental health evaluations which may include diagnosis, treatment recommendations and clinical prognosis;
- Performs individual and or group psychotherapy as indicated in a Treatment Plan and in consultation with a multidisciplinary Mental Health Department team the Sheriff's Department staff, and other agencies as appropriate;
- Performs preliminary assessments of clients requesting service per agency and state regulations which may involve gathering specific information as specified in the Intake Form;
- Maintains all clinical records relevant to cases per clinic and state policy;
- Provides referrals and services in coordination with other services as needed (e.g., alcohol assessment and treatment) including discharge planning to facilitate transition to next setting whether that be a community plan or higher level of care;
- Participate in individual and group supervision and team meetings to address clinical, administrative, and programmatic updates and issues;
- Attend additional staff/administrative meetings and trainings as needed.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL**

**CHARACTERISTICS:** Thorough knowledge of the practices and procedures of social work and community mental health consultation and the social factors affecting behavioral health needs; good knowledge of Forensic Mental Health; good knowledge of psychotherapy and psychiatric diagnostic systems; good knowledge of psychotherapy; good knowledge of crisis intervention, good knowledge of human development and behavior, ability to function as a member of a multidisciplinary team for treatment plans, ability to organize work effectively; ability to interpret federal, state, local laws, regulations, and procedures affecting mental health programs; ability to work with clients and lawyers to reach a mutual common ground that would benefit both the client and society, ability to prepare written records and reports; tact.

**MINIMUM QUALIFICATIONS:** Master's Degree in Social Work from a graduate school of social work approved by the NYS Department of Education.

**SPECIAL REQUIREMENT:** Current Licensed Master Social Worker (LMSW), Licensed Clinical Social Worker (LCSW/\*) or must obtain Licensed Master Social Worker (LMSW) within three months of appointment.

**NOTE:** If your degree was awarded by an educational institution outside the United States and its territories, you 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> . You must pay the required evaluation fee.

CLASSIFICATION: Competitive

Applications available at the Otsego County Personnel/Civil Service Department, 183 Main Street, Cooperstown, NY 13326 or online at [www.otsegocounty.com](http://www.otsegocounty.com)

Dated: May 17, 2024