

PLEASE POST CONSPICUOUSLY

**OTSEGO COUNTY HAS THE FOLLOWING VACANCY:**  
**Community Services Department**  
***Psychiatric Nurse Practitioner***

**\$87,928 - \$107,468**

**DATED: December 23, 2025**

**LAST DAY FOR FILING: January 8, 2026**

**EOE**

**DISTINGUISHING FEATURES OF THE CLASS:** The incumbent provides psychiatric nurse practitioner services with advanced knowledge of psycho-pharmacology and prescriptive authority or psychotropic medications for clients of the Community Mental Health Clinic. The incumbent must possess the clinical skills to exercise independent professional judgment as a medical provider within the guidelines of agreements and protocols. Work is performed under the general direction of the Director or Deputy Director of Community Services. Performs related duties as required.

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

- Provides primary psychiatric diagnostic services;
- Provides psychopharmacological and psychotherapy to assigned patients;
- Provides diagnostic evaluation of children and adults, initial and ongoing;
- Develops plan for care;
- Provides patient and family education;
- Coordinates care with other members of the treatment team and community supports;
- Assesses health needs and makes appropriate referrals;
- Monitors health status through laboratory tests including but not limited to CBC, blood chemistry, urinalysis and serology;
- Documents assessments and treatment services in a clear, concise and timely manner;
- Provides liaison with other agencies involved in care of clients;
- Performs related duties as required.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, AND ABILITIES:** Thorough knowledge of the principles, methods, procedures and practices of the Psychiatric Nurse Practitioner (PNP); thorough knowledge of both psychological and medical aspects of mental illness and the appropriate use of psychopharmacology and psychotherapy; good knowledge of community resources which includes availability of services, scope of services rendered, and how to use them effectively; good understanding of the social, environmental factors for wellness and how to address these with clients; ability to prescribe psychotropic medications; ability to assess overall health and identify health needs; ability to communicate effectively with clients, family members and others on the treatment team; ability to organize, direct and coordinate clinical services in a mental health program; ability to thoroughly and concisely document clinical interventions in a timely manner; ability to plan day to day activities as well as develop short term plans; ability to analyze and evaluate reports of other treatment team members and make sound decisions; ability to train others in the role and functions of a psychiatric nurse practitioner; ability to support and encourage on-going professional growth; ability to demonstrate excellent judgment and strong organizational skills.

**MINIMUM QUALIFICATIONS:** Graduation from a regionally accredited or New York State registered college or university with a Master's Degree as a Psychiatric Nurse Practitioner (PNP) and three (3) years of full-time or its part-time equivalent as a Registered Professional Nurse in a mental health setting.

**SPECIAL REQUIREMENT:** Possession of license and current registration to practice as a Registered Professional Nurse in New York State AND possession of a certificate to practice as a Psychiatric Nurse Practitioner (PNP) in New York State as specified in Section 6910 of NYS Education Law.

CLASSIFICATION: Competitive

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