



SENECA COUNTY

AN EQUAL OPPORTUNITY EMPLOYER

CIVIL SERVICE OPPORTUNITIES



COMMUNITY EDUCATOR
\$19.51 per hour

Full Benefits including NYS Retirement

Seneca County has a residency requirement that an applicant must be a resident of Seneca County or one of the six contiguous counties (Cayuga, Ontario, Schuyler, Tompkins, Wayne and Yates) for one month to be eligible for appointment.

PUBLIC SERVICE LOAN FORGIVENESS: College graduates with student loans may be eligible to have part of their loan paid for after being employed in a full-time position at Seneca County. Additional information is available at <https://studentaid.ed.gov/sa/sites/default/files/public-service-loan-forgiveness.pdf>.

MINIMUM QUALIFICATIONS: Either:

- A. A Bachelor's Degree in Human Services, Education or related field from a regionally accredited or New York State registered four-year college or university and one year of experience working with individuals in a human services setting; **OR**
- B. An Associate's Degree in Human Services, Education or a related field from a regionally accredited or New York State registered two year college or university and three years of experience working with individuals in a human services setting.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

Possession of a valid New York State Driver's License is required, and must be maintained throughout employment.

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibilities directly related to the planning and delivery of prevention education and related activities in the community & school districts in Seneca and/or surrounding Counties as appropriate. Prevention education activities will be conducted as organized through community collaboration efforts with schools, agencies and at public venues. The incumbent is also responsible for the initial implementation of the prevention education plans and programming that will be targeted to both general and special need populations. The work is performed under the general supervision of the Director of Prevention and Treatment with the incumbent enjoying a wide leeway for exercise of independent judgement for planning and carrying out assignments. The incumbent will do related work as required.

Please apply online at <https://seneca-portal.mycivilservice.com/jobopps>

Applications Accepted Until
August 3, 2018
Or until position is filled

TYPICAL WORK ACTIVITIES: (Illustrative Only):

Present programs to Seneca County and other students as identified;
Plan for presentations;
Develop scheduling of presentation with school administrations and principals;
Present information to parents and community members;
Write notes, keep logs that verify and evaluate activities;
Participate on task forces, advisory boards related to prevention activities;
Participate in program and agency wide staff meetings;
Travel from offices to schools or community venues;
Facilitate linkage to treatment services for those individuals identified to be in need of more individualized services.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:

Good knowledge of the basic principles, practices and techniques of prevention; skills in education techniques and methods of communication; ability to establish and maintain cooperative relations with community agencies, groups and schools; good judgment; initiative and resourcefulness; and ability to prepare accurate reports.

If you are unable to apply online,
Applications May Be Obtained From and Returned To:
Seneca County Personnel Office,
1 Di Pronio Drive, Waterloo, NY 13165

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