

SAFE HARBOUR COORDINATOR

PLEASE POST CONSPICUOUSLY

***** WANTED *****

APPLICANTS FOR VACANT POSITION

TITLE: SAFE HARBOUR COORDINATOR (Competitive Class)
LOCATION: DEPARTMENT OF SOCIAL SERVICES (Child Advocacy Center)
SALARY: GRADE 13/\$20.2732-\$25.5331/HR (Part-Time 17 Hours/Week, No Benefits)

MINIMUM QUALIFICATIONS:

- a) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree or higher in human services, criminal justice or a closely related field and one (1) years of work experience providing educational services and/or human services; or
- b) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's degree or higher in human services, criminal justice or a closely related field and three (3) years of work experience providing educational services and/or human services; or
- c) Graduation from high school or possession of a high school equivalency diploma and five (5) years of work experience providing educational services and/or human services; or
- d) An equivalent combination of training and experience as defined by the limits of (a) (b) and (c) above.

NOTE: Verifiable part-time and/or volunteer experience may be prorated toward meeting full-time experience requirements.

SPECIAL REQUIREMENTS:

Possession of a valid New York State driver's license appropriate to the vehicles operated. Failure to maintain a New York State driver's license including driving privileges throughout employment will result in disciplinary action or dismissal.

Pre-employment drug screen, criminal background check and/or physical required.

**APPROVED APPLICATIONS WILL BE FORWARDED TO THE CORTLAND COUNTY
DEPARTMENT OF SOCIAL SERVICES UNTIL THE POSITION IS FILLED.**

SUBMIT APPLICATIONS TO:
CORTLAND COUNTY PERSONNEL
60 CENTRAL AVE
CORTLAND, NY 13045-2746

**August and December 2020 preferred list individuals will be considered for entry
level positions for which they meet minimum qualifications**

EOE/MF

Cortland County is committed to equity and inclusion. We encourage those with similar values to apply.

Issued: 12/17/2021