

Vacancy Notice

OCMBOCES

Committed to Your Success



Notice of vacancy within the Onondaga-Cortland-Madison BOCES

Position: *Employee Assistance Program Counselor (Part-time)*

Division: Employee Assistance Program

Location: OCM BOCES EAP Office, 4709 Crossroads Park Dr, Liverpool, NY 13088

Duties: The OCM BOCES Employee Assistance Program provides confidential consultation and assistance to school district employees and their eligible family members who are experiencing problems which may be adversely impacting job performance, relationships or personal health and well-being.

Duties to include: Client assessment, referral, short-term counseling, case management, consultation, program promotion, training and implementation of various employee wellness initiatives. Knowledge of community resources and excellent clinical and communication skills is required. Candidate should possess an MSW or Master's in a related counseling field. CASAC or training in chemical dependency is a plus.

Qualifications: Graduation from a regionally accredited or NYS registered college or university with a Master's degree in human services and two (2) years of experience in either counseling or program administration with a human service agency or private sector program that deals with issues such as alcohol/drug abuse, legal/financial problems or similar concerns.

This is a competitive class civil service position. Candidates must be reachable on the existing list. If there is no mandated eligible list, candidates will be considered for provisional appointment. Continued employment will be contingent on successfully passing the required examination and being reachable on the Employee Assistance Program Coordinator list.

Salary: Commensurate with experience
Starting Date: As soon as possible
Closing Date: Two (2) weeks from date notice posted

To apply, forward cover letter and resume to:

Personnel/Recruitment Office
Onondaga-Cortland-Madison BOCES
PO Box 4754
Syracuse, NY 13221
recruitment@ocmboces.org

www.ocmboces.org

**Visa sponsorship is not provided*

Equal Opportunity Employer

#6079