

# Personnel and Civil Service

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## NOTICE OF VACANCY

### Clinical Social Worker (HELP Program)

**Date of Issue: 01/09/2026.** The work involves responsibility for the clinical assessment and intervention of clients with social, emotional, and related difficulties associated with their disability. Wide latitude is permitted in determining the scope of work to be performed within prescribed guidelines in assisting client towards improved intra-psychic and interpersonal functioning. The work is performed under the general supervision of a Program Director, Senior Clinical Social Worker or Supervising Clinical Social Worker who may define or limit the work to be performed. Employees in this class are expected to meet and/or consult with professionals within or outside of the agency to obtain assistance and guidance for clients. Does related work as required.

The title of Clinical Social Worker is **Non-Competitive\***, requiring applicants to meet the minimum qualifications established for the position. A criminal background check\*\* is required.

**Status:** Permanent Probationary  
**Work Hours:** Full time, 35-hour work week; will include evening clinic hours  
**Salary:** \$69,259 / year (CSEA SG XVI) benefit package available including: health, dental and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan  
**Location:** Tioga County Department of Mental Hygiene

#### **MINIMUM QUALIFICATIONS: Either**

- a) Possession of a professional license and current registration, issued by the New York State Education Department, as either a Licensed Clinical Social Worker (LCSW), Licensed Master Social Worker (LMSW), or Licensed Mental Health Counselor (LMHC); OR
- b) Possession of a Limited Permit, issued by the New York State Education Department AND within six (6) months from date of appointment, incumbent must obtain a professional license and current registration as listed in (a.) MUST SUBMIT DOCUMENTATION AT TIME OF APPLICATION.

**Special Note for Limited Permit:** Per NYSED Office of the Professions, possession of a "Limited Permit" allows an individual who has met all requirements for licensure as an LMSW except the licensing examination to practice as an LMSW provided that the individual is under the general supervision of an LMSW or a Licensed Clinical Social Worker (LCSW).

**SPECIAL NOTE:** If appointed within Alcohol and Drug Services, the incumbent is expected to have experience in the treatment of chemical dependency.

**Apply Online:** <https://tiogacountyny.com/departments/personnel-civil-service/>

**Apply By:** Applications accepted until the position has been filled.

*Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.*

*\*This is a Non-competitive appointment under the Hiring Emergency Limited Placement (HELP) Program. Upon approval of the title deletion, the title reverts to competitive class jurisdictional classification and the incumbents occupying that title gain a competitive appointment.*

*\*\*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records.*