TIOGA COUNTY, NEW YORK
Personnel and Civil Service
Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827
Linda Parke Personnel Officer 607 687 8494 607 223 7074 www.TiogaCountyNY.gov

NOTICE OF VACANCY
Caseworker (HELP Program)

Updated: 11/10/2026. The work involves responsibility for providing social casework services to individuals and/or their families, including children, to assist them with their economic, emotional, social and environmental difficulties. The work is performed under the direct supervision of a higher-level Caseworker, with training provided or arranged through the agency's staff development program. A Caseworker, in consultation with the supervising worker, formulates and carries out plans to meet the individual problems of the cases assigned. **Caseworkers will be required to work on-call hours as a normal function of the position. Candidates will be expected to participate in at least 20 days of out-of-town training**. Does related work as required.

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

Status:	Permanent, Probationary
Work Hours:	Full time, 35-hour workweek
Salary:	$53,239 (CSEA SG XI); benefit package available including: health, dental and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan
Location:	Tioga County Department of Social Services

MINIMUM QUALIFICATIONS either:

- **a.** Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree (a copy of college diploma/degree or transcript is required); **OR**
- **b.** Licensure as a registered professional nurse with one (1) year of satisfactory full- time experience or its part-time equivalent in that profession; **OR**
- **c.** Four (4) years of full-time experience (or its part-time equivalent) in relevant human services*; **OR**
- **d.** An equivalent combination of training and experience as defined by the limits of (a), (b), and (c).

**Human services experience includes but is not limited to work in the following fields: audiology, community mental health, nursing, nutrition, occupational therapy, physical therapy, psychology, rehabilitation counseling, social work, speech/language pathology, therapeutic recreation, gerontology, human services, sociology, speech communication, counseling, education , and human development.*

SPECIAL REQUIREMENTS: Possession of a valid driver's license to operate a motor vehicle will be required at time of appointment and continuously during employment to perform duties occurring during the normal course of work. Certain assignments made to employees in this class will require reasonable access to transportation to meet field work requirements made in the ordinary course of business in a timely and efficient manner.

APPLY ONLINE: https://tiogacountyny.com/departments/personnel-civil-service/

Apply by: Applications will be accepted until the position is 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.*