



## NIAGARA COUNTY JOB POSTING

DATE POSTED: 6/26/23 DEADLINE: 12/31/23

POSITION TITLE/ #: Caseworker (HELP Program) - Continuous Recruitment

POSITION CLASS: Non-competitive

PAY RATE: \$26.82 - \$33.37 WEEKLY HOURS: 35

DEPARTMENT/DIVISION: Varies

WORK LOCATION: Lockport or Niagara Falls (must be willing to work in either location)

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### **POSTINGS FOR CURRENT EMPLOYEES:**

If this is a competitive class position, in order to apply for transfer, you must have permanent competitive status, have completed your probationary period, and be in the same or comparable title (as determined by Civil Service) as this position. Current eligible lists will also be used to fill positions. For questions about title comparability, please contact Civil Service at 716-438-4071 or [civilservice@niagaracounty.com](mailto:civilservice@niagaracounty.com).

STATUS FOR CURRENT EMPLOYEES: Permanent

Submit letter of interest and resume to:

NAME: SEND ELECTRONICALLY TO: DEPUTY COMMISSIONER TRICIA LIPPA,  
DIRECTOR BILLIE TYLEC AND DEPUTY DIRECTOR BRIDGET JANESE

ADDRESS: TRICIA.LIPPA@NIAGARACOUNTY.COM; BILLIE.TYLEC@DFA.STATE.NY.US;  
BRIDGET.JANESE@DFA.STATE.NY.US

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### **POSTINGS OPEN TO THE PUBLIC:**

STATUS FOR PUBLIC CANDIDATES: Permanent

DESCRIPTION: For a complete job description and minimum requirements please visit:  
[https://niagaracounty.com/Employment/Job\\_Specs\\_for\\_Civil\\_Service\\_Positions.php](https://niagaracounty.com/Employment/Job_Specs_for_Civil_Service_Positions.php)

Work is performed under close supervision of an experienced caseworker with training and development through individual and group conferences. In consultation with the supervisor, formulates and carries out plans to meet the individual problems of cases assigned. Under close supervision, makes investigations of need for assistance and care at public expense; renders case work services to families and individuals in need of these services and to children and their families, especially where problems of neglect, destitution, and delinquency are involved; supervises children placed for care in foster homes or in institutions. Incumbents must be able to lift at least fifty (50) pounds. Does related work as required.

**MINIMUM QUALIFICATIONS: 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.**

**SPECIAL REQUIREMENT: Possession of a New York State driver's license at time of appointment and throughout the duration of employment.**

**Apply electronically at: <https://niagara-portal.mycivilservice.com/> or submit paper applications to: Niagara County Human Resources, 111 Main Street – Suite G2, Lockport, NY 14094**

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**Applications, Job Specifications, Job Postings & Exam Announcements can be found here:**  
**<https://niagara-portal.mycivilservice.com/>**

Niagara County policy prohibits discrimination in employment, program activities, contracting, and procurement against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation, veterans status, national origin, or any other characteristic protected by federal or state law.

Niagara County is an Equal Opportunity Employer  
Form Revised 4/4/2023