



NIAGARA COUNTY
CIVIL SERVICE
111 Main Street – Suite G2
Lockport, New York 14094

(716) 438-4071
FAX 438-4077

CONTINUOUS RECRUITMENT FOR SENIOR REGISTERED PROFESSIONAL NURSE – MENTAL HEALTH (Training & Experience)

Open Competitive Examination

Salary: CSEA Grade 13

This examination is held on a continuous recruitment basis. The eligible list resulting from this examination will be used to fill any vacancies as they occur under the jurisdiction of Niagara County Civil Service during the life of the list.

Your name will be placed on the eligible list in final score order, regardless of when you filed or received your grade. Your name at that score will remain on the list for a one (1) year period. Should you receive a permanent appointment from the list, your name will be removed from consideration for subsequent vacancies.

RESIDENCE REQUIREMENTS: Candidates must have been legal residents of Niagara, Erie, Orleans, or Genesee County for at least one (1) month immediately preceding the date of the written examination and such residency must continue until the time of appointment.

MINIMUM QUALIFICATIONS: Graduation with an Associate's Degree in nursing **AND** four (4) years of paid nursing experience, two (2) years of which must have been in a supervised behavioral health program such as mental health, developmental disabilities, alcohol or substance abuse related services, aging services working with alzheimers and dementia, or hospice type services working with depression and grief.

NOTE:

1. Degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education;
2. Part-time experience will be pro-rated towards meeting the experience requirement.

SPECIAL REQUIREMENTS:

License and current registration to practice as a Registered Professional Nurse in New York State at time of appointment and for the duration of employment.

DISTINGUISHING FEATURES OF THE CLASS: This position works as a senior member of a multi-disciplinary clinical treatment team providing a total integrated care treatment program individually tailored for persons with behavioral health needs and limited primary care needs. Incumbents serve as the lead medical and psychiatric nursing care specialists on a treatment team. This position is distinguished from other Registered Professional Nurse positions by its role as a lead as well as performing duties as a primary nursing care specialist to a caseload of mentally ill, chemically dependent or developmentally disabled clients with co-occurring physical health issues and families in an integrated care mental hygiene setting. The incumbent is recognized as the Qualified Health Professional assigned to the case and may be subject to license suspension or termination for Office of Mental Health violations. Does related work as required.

SUBJECT OF EXAMINATION: There will be no written or oral test for this examination. The training and experience of candidates will be evaluated against the background of the position. It is essential that you give complete and accurate information on the application form and training and experience questionnaire. You must also submit official college transcripts to this office by the time your name is certified.

CANDIDATES NOTE: You are responsible for completing all sections of the official application. To receive credit for experience on a job, basic information such as address, name and title of supervisor, hours in the workweek, final salary, and duties performed by you must be shown. Be very specific in explaining experience that will qualify you for the position sought. Ambiguity and vagueness will not be resolved in your favor...**EACH SEPARATE SHEET ATTACHED TO THE APPLICATION MUST BE SIGNED.**

COLLEGE CREDITS MUST BE VERIFIED WITH AN OFFICIAL TRANSCRIPT. If you have listed college or special courses on your application it will be necessary for you to request **that your institute forward to us** an official transcript or special course certificate. These documents must be received in our office by the time your name is considered for possible appointment. **If these documents are not on file prior to canvassing for vacant positions, your name will not be canvassed, you will receive a disapproval letter and your name will be removed from consideration for all future appointments.**

PLEASE REVIEW THE “IMPORTANT EXAMINATION INFORMATION FOR CANDIDATES” PRIOR TO COMPLETING YOUR APPLICATION. The information sheet is located on the Niagara County Web Site www.niagaracounty.com click on ‘employment’. It is the first item posted in red. Application forms are also assessable from the web site.

A non-refundable **\$15.00** application fee must accompany each application. Submit check or money order only – payable to: **Niagara County Civil Service.**

APPLICATIONS ACCEPTED ON A CONTINUOUS BASIS