

Job Posting

Organization:	Tioga County Department of Human Services
Job Title / Position Number:	Drug & Alcohol Assistant Administrator /80007831
Type Position:	Full Time
Salary Range:	Salary to be determined by Salary Board
Posting Length:	20 days
Posting Dates:	11/5/2021 to 11/24/2021
Contact Name / Number:	Casey Zuchowski ; 570-723-8205 or Marlo Carl; 570-723-8204
Job Description:	See Attached Job Description

ELIGIBILITY -- ALL CANDIDATE(S):

1. Must meet the minimum experience and training (METs) required for the job. The METs for this position are:

A Master's Degree or above from an accredited college with a major in medicine, chemical dependency, psychology, social work, counseling, nursing (with a specialty in nursing/health administration, nursing/counseling education or a clinical specialty in the human services) or other behavioral sciences, public administration or business management and two (2) years of professional experience providing direct service and/or program planning in a human services agency, including one (1) year supervising human service professionals.;

or

A Bachelor's Degree from an accredited college with a major in chemical dependency, psychology, social work, counseling, nursing (with a specialty in nursing/health administration, nursing/counseling education or a clinical specialty in the human services) or other behavioral sciences, public administration or business management and four (4) years of professional experience providing direct service and/or program planning in a human service agency, including one (1) year supervising human service professionals;

or

An Associate's Degree from an accredited college with a major in chemical dependency, psychology, social work, counseling, nursing (with a specialty in nursing/health administration, nursing/counseling education or a clinical specialty in the human services) or other behavioral sciences, public administration or business management and six (6) years of professional experience providing direct service and/or program planning in a human service agency, including one (1) year supervising human service professionals;

2. Approved Additional Special Requirements: None

3. Valid Driver's License

HOW TO APPLY -- ALL CANDIDATES

The following materials must be received by 4:30 pm on or before 11/24/2021. Late applications will not be accepted.

1. Completed Tioga County Employment Application. The application must provide details of experience and training as related to the minimum experience and training requirement for the vacancy so eligibility can be determined.

If interested in applying, please send applications to:

Attn: Human Resources, 118 Main Street, Wellsboro, PA 16901

Applications can also be emailed to: mcarl@tiogacountypa.us

