



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

**PLEASE POST
ANNOUNCEMENT NO. 26508**

POSITION TITLE: RESOURCE COORDINATOR II **JG: 18**

LOCATION: SUPREME COURT, KINGS COUNTY - CRIMINAL TERM
BROOKLYN TREATMENT COURT

BASE SALARY: \$51,783 + \$3,697 Location Pay

CLASSIFICATION: NON-COMPETITIVE
THIS POSITION IS TEMPORARY SUBJECT TO GRANT FUNDING THROUGH SEPTEMBER 30, 2017

QUALIFICATIONS: Bachelors Degree from an accredited college or university and two (2) years of satisfactory full-time experience in social casework with a recognized public or private agency adhering to accepted professional standards; **or** Credentialed Alcoholism and Substance Abuse Counselor (CASAC) and three (3) years of satisfactory full-time experience in social casework with a recognized public or private agency adhering to accepted professional standards; **or** An equivalent combination of education and experience.

Preference may be given to candidates with a Master's degree in Public Health, Community Health Education, or a related field, who have experience in community-based health education, use of evidence-based health assessment tools, education curricula and motivational techniques.

DISTINGUISHING FEATURES OF WORK:

Resource Coordinators II report to the Chief Clerk and Project Director and work in problem solving parts and units throughout the Unified Court System. Resource Coordinators II are responsible for establishing and maintaining relationships with community partners and service providers. Resource Coordinators II act as liaisons between the court and Case Managers and act as the courtroom representative for problem solving parts and units and supervise two (2) or more Case Managers, or have responsibility for the operations of multiple problem solving parts or multiple geographic locations. Resource Coordinators II prepare written reports, update computer programs and maintain case files. Resource Coordinators may also perform other related duties.

ASSIGNMENT:

Serve as Wellness Coordinator in Kings County Supreme Court, Criminal Term, Brooklyn Treatment Court. The selected candidate should possess knowledge of the local medical provider community, be familiar with stress management and relaxation techniques, and have experience working with individuals with SUD. He or she will work with the Brooklyn Treatment Court clinical team to identify participant needs, schedule appointments and workshops, participate in case conferences, track participation, and create monthly reports.

GENERAL INFORMATION:

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this court or agency within the next six (6) months. Position(s) available at the present time: 1.

APPLICATION PROCEDURES: All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at www.nycourts.gov/careers/UCS5.pdf) a resume and cover letter by email to KCSC-Employment@nycourts.gov (please reference posting #26508 in subject line) or by mail to:

PATRICIA CREEGAN
SUPREME COURT, KINGS COUNTY - CRIMINAL TERM
HUMAN RESOURCES DEPARTMENT
320 JAY STREET, Room 4.110
BROOKLYN, NY 11201

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: December 7, 2015

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: December 29, 2015

The New York State Unified Court System is an equal opportunity employer, and does not discriminate on the basis of race, color, religion, gender (including pregnancy and gender identity or expression), national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, parental status, military service, or other non-merit factor.
