



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 26602

POSITION TITLE: CASE MANAGER I **JG: 16**

LOCATION: SUPREME COURT, KINGS COUNTY - CRIMINAL TERM

BASE SALARY: \$46,301 + \$3,697 LOCATION PAY

CLASSIFICATION: NON-COMPETITIVE

QUALIFICATIONS: Bachelors Degree from an accredited college or university and one (1) year 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 two (2) 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 minimum of 2 years' experience working with mentally ill adults and a Bachelor's Degree in related field. Ideal candidate will have experience with mentally ill offenders in the criminal justice system, familiarity with MICA issues, and knowledge of the treatment and housing resources for the mentally ill in New York City. Must be computer literate. Bilingual Spanish/English skills also a plus.

DISTINGUISHING FEATURES OF WORK:

Case Managers I report to the Chief Clerk and Project Director and work in problem solving parts and units. Case Managers I develop treatment plans, determine intervention services, counsel participants and make recommendations to the court. Case Managers I prepare written reports and maintain case files on participants. Case Managers I may also perform other related duties.

ASSIGNMENT:

The Case Manager I works as part of the Brooklyn Mental Health Court (BMHC) clinical team and manages a caseload of up to 40 BMHC participants. The successful candidate will be required to meet with assigned BMHC referrals to help determine eligibility, assess needs and develop treatment plans. The Case Manager is also responsible for making appropriate client referrals to community based treatment, monitoring progress in treatment and preparing progress reports. The Case Manager works collaboratively with BMHC team members and roles may vary as necessary to ensure program success.

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) and a resume by email to KCSC-Employment@nycourts.gov (please reference posting #26602 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: March 18, 2016

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: April 8, 2016

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