

**ALBANY AREA COMMUNITY SERVICE BOARD  
JOB ANNOUNCEMENT**

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| Job Title: <b>SOCIAL SERVICES COORDINATOR 2, LICENSED</b><br>Classified _____ Unclassified <u> X </u>  |                  | Unit and Location of Position:<br><b>Aspire Calhoun BH Services</b>     |                                |
| Announcement Begin Date:   |                  | Announcement Deadline:<br><b>Open until filled</b>                      | Telephone #:<br>(229) 430-4433 |
| Position Number:<br>00210798   | Pay Grade:<br>17 | Annual Salary Range: \$58,547.06<br>Dependent upon Education/Experience |                                |
| <b>GENERAL NATURE OF WORK:</b> Will provide persons, families, or vulnerable populations with the psychosocial support needed to cope with chronic, acute, or terminal illnesses, physical or developmental disabilities. Provide patient education and counseling, advises caregivers, and makes necessary referrals for other social services.   |                  |   |                                |
| <b>QUALIFICATIONS:</b> Applicant must possess a minimum of a Master's degree in the behavioral health field with applied clinical practice for a minimum of three-years (e.g. Counseling, social work, psychology, or related field) AND four years clinical experience in the provision of therapeutic services delivery to individuals with MHAD problems (e.g. Case management, outreach, prevention, individual/group/family therapy, assessment/testing/evaluation and development of treatment plans and supervision of behavioral health care staff). Successful candidate must also possess full Licensure as a Licensed Clinical Social Worker, Licensed Professional Counselor, Licensed Psychologist, or Licensed Marriage and Family Therapist by the Georgia Composite Board of Professional Counselors, Social Workers and Marriage and Family Therapists. |                  |   |                                |
| <b>OTHER DESIRED QUALIFICATIONS APPLICABLE TO THIS POSITION:</b> Preference will be given to applications who, in addition to meeting minimum qualifications, possess two or more of the following: Doctorate in Counseling, Psychology, Social Work, or equivalence, substance abuse certification as a CAC or MAC, management experience with budgets, independently developed intensive treatment plans and clinical assessments, advanced knowledge-base of the DSM-IV, supervised/directed clinical staff toward obtaining licensure requirements, experience working at a hospital or Community Service Board as a clinician.  |                  |   |                                |
| <input type="checkbox"/> A pre-employment physical required for appointment to position.<br><input checked="" type="checkbox"/> A fingerprint criminal records investigation required for appointment to position.<br><input checked="" type="checkbox"/> Pre-employment drug testing and random alcohol/drug testing required for appointment to position.<br><input checked="" type="checkbox"/> Males between 18 and 26 years of age required to present proof of having registered with the Selective Services System as required by federal law or of being exempt from such registration.<br><input checked="" type="checkbox"/> An official transcript required from the college that granted your hours and/or degree. The transcript (Primary Source) will need to be furnished to the Human Resources Department.  |                  |   |                                |
| <b>ALL RELEVANT INFORMATION IS SUBJECT TO VERIFICATION</b>   |                  |   |                                |
| <b>APPLICATION INSTRUCTIONS:</b> Complete application in exact accordance with instructions on how to complete the work history. Describe background in full and make certain application is signed and dated by applicant. Applications must include a telephone number where the applicant can be reached during the daytime. Incomplete applications, applications with insufficient detail, or applications that are otherwise unacceptable may be returned and can result in applicants not being considered for the position.  |                  |   |                                |
| <b>APPLICATIONS MUST BE SUBMITTED TO THE FOLLOWING OFFICE NO LATER THAN THE DEADLINE:</b><br>PERSONNEL OFFICE<br>ALBANY AREA COMMUNITY SERVICE BOARD<br>1120 WEST BROAD AVENUE, SUITE C-4<br>P.O. BOX 1988<br>ALBANY, GA 31702-1988<br>(229) 430-4433 / FAX (229) 430-1719<br>An applicant who has a disability which requires special accommodation should contact HR at (229) 430-4433   |                  |   |                                |
| <b>TYPE OF RECRUITMENT:</b> (Mark type of recruitment. More than one type may be selected.)<br><input type="checkbox"/> This announcement is open to all qualified applicants.<br><input type="checkbox"/> Employees currently in a classified position with permanent status would keep their classified status if selected for this position.<br><input checked="" type="checkbox"/> <b>This announcement is open to all current Albany Area MH/MR/SA Services and Southwestern State Hospital employees who meet minimum qualifications for the position.</b>   |                  |   |                                |
| The Albany Area Community Service Board does not refuse services or employment to anyone based on race, color, national origin, gender, disability, age, or religious or political opinions or affiliations.   |                  |   |                                |
| THIS POSITION IS COVERED UNDER THE GEORGIA MERIT SYSTEM OF PERSONNEL ADMINISTRATION AND MUST BE FILLED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE STATE PERSONNEL BOARD.  |                  |   |                                |