

# HERKIMER COUNTY

## JOB OPENING

**Department:** Public Health

**Title:** Help Me Grow Coordinator  
*Anticipated Permanent Opening, Full Time Position*

**Salary:** \$54,000.00 (2026 base pay rate)

This position may be filled from a certified list of eligibles or with exception that a person may be eligible for promotion, transfer or reinstatement according to civil service rules.

**DISTINGUISHING FEATURES OF THE CLASS:** This position is responsible for advancing the Help Me Grow Program initiative by implementing and managing key program components. This position supports families and young children by facilitating access to developmental screenings, referrals, and services. The work is performed under the general supervision of the Public Health Director with wide leeway for independent judgement. Supervision is exercised over program staff. The incumbent does related work as required.

### MINIMUM QUALIFICATIONS:

**Either:**

**(A)** Graduation from a regionally accredited or New York State registered college or university with a Master's Degree in Public Health, Social Work, Education or a related field;

**OR: (B)** Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Public Health, Social Work, Education or a related field and two (2) years experience working with children and/or families in a community setting.

### CONTACT

for further information: Christina Cain, Public Health Director  
Herkimer County Department of Public Health  
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Herkimer, NY 13350  
315-867-1176

Please Post for 10 Working Days (12/10/2025 through 12/23/2025)