

HERKIMER COUNTY JOB OPENING

Department: Public Health

Title: Clinic Supervisor
Anticipated Permanent Opening, Full Time Position

Salary: \$70,513.00 (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 clinical and administrative duties in leading a Children's Mental Health Clinic. The incumbent directs the day-to-day activities of a clinic, while also providing direct clinical services to children and families. Responsibilities include oversight of clinic operations, financial management, quality assurance, and other high-level administrative duties. The work is performed under the general supervision of the Public Health Director with wide leeway for independent judgement. Supervision is exercised over subordinate professional, para-professional, administrative, and clerical staff.

MINIMUM QUALIFICATIONS:

Graduation from a regionally accredited or New York State registered college or university with a Master's Degree in Social Work, Mental Health Counseling, Psychology, or related field and three (3) years of experience working with children and/or families in a behavioral health setting.

NECESSARY SPECIAL REQUIREMENTS

1. New York State licensure as a Licensed Clinical Social Worker, Licensed Masters Social Worker, or Licensed Mental Health Counselor within two (2) years of appointment and must maintain licensure throughout appointment. Loss of licensure may result in removal from employment.
2. In order to be maintain employment you cannot be listed as an excluded individual or entity on any Federal and/or State Medicaid or Medicare exclusion list. If appointed and subsequently being listed as an excluded individual or entity on any of these lists you may be terminated from employment.

CONTACT

for further information: Christina Cain, Public Health Director
Herkimer County Department of Public Health
301 N. Washington Street, Ste. 2300
Herkimer, NY 13350
315-867-1176

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