HERKIMER COUNTY JOB OPENING

Department: **Social Services**

Title: **Employment Counselor (2 – positions available)**
Permanent Openings, Full Time Positions

Salary: **$43,223.00 (2026 base pay rate)**

DISTINGUISHING FEATURES OF THE CLASS: This is an entry-level position that provides professional employment guidance and related services to clients participating in various aspects of the local social service programs. The duties involve assisting social services clients in formulating and modifying their employment plan, which may involve remedial education, specialized skill training, and related supportive services. The employment counselor is required to exercise sound professional judgment in formulating and carrying our plans to meet individual employment issued presented by clients. Work is performed under direct supervision of a higher-level staff employee, when necessary, to offer guidance and instruction on individual problem cases. The incumbent of this position does related work as required

ACCEPTABLE TRAINING AND EXPERIENCE:

Either: (A) Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in public administration, economics, education, social science, human services, law or closely related field;

Or: (B) Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree, and one year of full-time experience in employment related activities, counseling, placement, legal services or other closely related employment duties of the position;

Or: (C) Satisfactory completion of a minimum 60 semester credit hours in a regionally accredited or New York State registered two-year college and three years of full-time experience in the areas defined in (B);

Or: (D) Any equivalent combination of training and experience defined by the limits of (A) through (D).

Promotion:
Three years of permanent competitive class status as a Social Welfare Examiner

CONTACT

for further information: Timothy Seymour, Commissioner of Social Services
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Herkimer, NY 13350
315-867-1222

Please Post for 10 Working Days (11/2/2026 through 11/17/2026)