

**WARREN COUNTY DEPARTMENT OF SOCIAL SERVICES  
NOTICE OF VACANCY**

**CASEWORKER  
(Non-Competitive under NYS HELP Program)**

**Full Time with Benefits  
\$57,270 (2025 Base Salary)**

**SUMMARY OF DUTIES:** An employee in this class renders casework services to adults, children and families to enhance their ability to cope with and resolve emotional, social, environmental and economic problems. The work requires the exercise of sound judgment in assessing the strengths and needs of adults, children and families, identifying problem areas and developing and implementing an appropriate service plan. Incumbents must be emotionally mature, able to make decisions and able to work in stressful situations particularly those requiring crisis intervention. The work is generally performed under the direct supervision of an experienced Caseworker or other supervisor or administrative staff. Incumbents receive ongoing in-service training in social casework practices and procedures, including training in applicable laws and regulations.

**MINIMUM QUALIFICATIONS:** Bachelor's Degree

**SPECIAL REQUIREMENTS:**

1. Incumbent must be available to assume after-hours Protective Casework assignments as required. Assignments may be weeknights, weekends, and holidays.
2. Certain assignments made to employees in this class will require access to transportation to meet field requirements made in the ordinary course of business in a timely and efficient manner.
3. Possession of a valid New York State driver's license to meet the transportation requirements of the job.

**RESIDENCY:** Candidates must be legal residents of Warren County or a contiguous county (Essex, Hamilton, Saratoga, Washington).

Interested candidates may submit a Warren County application, resume and cover letter to:

**Allison Millis, Staff Development Coordinator, Department of Social Services  
1340 State Route 9, Lake George, NY 12845  
[Allison.Millis@dfa.state.ny.us](mailto:Allison.Millis@dfa.state.ny.us)**

Applications will be accepted until all vacancies are filled.

Applications may be obtained from [www.warrencountyny.gov/jobs](http://www.warrencountyny.gov/jobs) or by clicking [here](#).

*Warren County is an EOE/AA Employer*