



Steven M. Neuhaus  
County Executive

**VACANCY ANNOUNCEMENT**  
**EARLY INTERVENTION SERVICE COORDINATOR**  
**GRADE 12**  
**ORANGE COUNTY DEPARTMENT OF HEALTH**

Applications are now being accepted to fill two (2) Early Intervention Service Coordinator positions at the Department of Health. This position is allocated to the competitive class. The nature of this appointment is provisional pending outcome of a Civil Service Examination. Civil Service examination will be announced at a later date.

This work ensures that the developmental services provided by the agency under the state early intervention law are appropriate to the needs of each qualified child. The incumbent provides service coordination to children with special needs, age birth to thirty-six months, and their families. Services would include coordination, planning, crisis intervention, monitoring, and advice. The incumbent facilitates the development of an Individualized Family Service Plan (IFSP) which identifies and coordinates services from appropriate agencies and individuals that are needed for the client and family. The work is carried out in accordance with state law and local agency policies under the general supervision of the Director of Early Intervention Services. The Early Intervention Service Coordinator is expected to exercise independent judgment on daily operational issues. Consults with the Director of Early Intervention Services or Deputy Commissioner of Health on policy and health issues. Does related work as required.

**MINIMUM QUALIFICATIONS:** Bachelor's Degree and one (1) year experience working with families with young children (under 5 years old) with special needs defined as a delay in physical, cognitive or psycho-social development.

**Note:** Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

**STARTING SALARY:** Grade 12, Step 02: \$29.9987/hr; \$62,397.30 annually 40-hour work week  
County Employees- As per CSEA contract for Grade 12

**CIVIL SERVICE EXAMINATION IS A REQUIREMENT FOR APPOINTMENT**  
**EXAMINATION NOTICE TO BE ANNOUNCED AT A LATER DATE**

FINAL CANDIDATES MUST SUBMIT TO A FINGERPRINT CHECK AND CRIMINAL HISTORY AND BACKGROUND INVESTIGATION. COSTS RELATED TO SUCH INVESTIGATION SHALL BE BORNE BY THE APPLICANT.

**SEND APPLICATION, RESUME AND TRANSCRIPT TO:**

Kiara Maldonado  
Orange County Department of Health  
124 Main Street  
Goshen, NY 10924

Employment applications can be downloaded from Orange County's website. Please visit [www.orangecountygov.com](http://www.orangecountygov.com) and follow the link to the Department of Human Resources page. Or download directly here: [Application for Employment Application](#)

**An Equal Opportunity Employer**

Date of Issue: 11/4/2024, (position #13540 and 14340)