



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

**PLEASE POST
ANNOUNCEMENT NO. 27010**

POSITION TITLE: CASE MANAGER I (TRAUMA CASE MANAGER) **JG: 16**

LOCATION: SUPREME COURT - CRIMINAL TERM, QUEENS COUNTY

BASE SALARY: \$ 44,504 + LOCATION PAY \$3,697

CLASSIFICATION: **NON-COMPETITIVE**

QUALIFICATIONS: Bachelors Degree from an accredited college or university and one (1) year of satisfactory full-time experience in social casework with a recognized public or private agency adhering to accepted professional standards; **or** Credentialed Alcoholism and Substance Abuse Counselor (CASAC) and two (2) years of satisfactory full-time experience in social casework with a recognized public or private agency adhering to accepted professional standards; **or**
An equivalent combination of education and experience.

DISTINGUISHING FEATURES OF WORK:

Case Managers I report to the Chief Clerk and Project Director and work in problem solving parts and units. Case Managers I develop treatment plans, determine intervention services, counsel participants and make recommendations to the court. Case Managers I prepare written reports and maintain case files on participants. Case Managers I may also perform other related duties.

ASSIGNMENT: SUPREME COURT - CRIMINAL TERM, QUEENS COUNTY: QUEENS TREATMENT COURTS

The Trauma Case Manager I is responsible for establishing a relationship with treatment and service providers, and acts as the courtroom representative for problem solving parts and units. The Trauma Case Manager I should have a knowledge and understanding of working with the criminal justice population. Trauma Case Manager I is responsible for conducting trauma assessments in the four specialized courts, which include the Queens Treatment Court, Queens Mental Health Court, Queens Drinking While Intoxicated Court, and Queens Drug Diversion Court. The Trauma Case Manager will conduct trauma assessments for all participants by utilizing the Trauma Symptom Inventory (T.S.I.) tool. Trauma Case Manager I will be responsible to identify trauma victims earlier, refer them to appropriate trauma recovery programs, and monitor their progress. The Trauma Case Manager I works with the Project Director to plan meetings and form new linkages with treatment programs.

GENERAL INFORMATION:

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this court or agency within the next six (6) months. Position(s) available at the present time: 1.

APPLICATION PROCEDURES: All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at www.nycourts.gov/careers/UCS5.pdf) and a resume to:

MAUREEN D'AQUILA
CHIEF CLERK VII
SUPREME COURT-CRIMINAL TERM, QUEENS COUNTY
125-01 QUEENS BLVD.-7TH FLOOR
KEW GARDENS, NY 11415

APPLICANTS ARE STRONGLY ENCOURAGED TO INCLUDE A RESUME WITH THEIR UCS-5 APPLICATION

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: December 1, 2010

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: December 22, 2010

THE NEW YORK STATE UNIFIED COURT SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER. WOMEN, MINORITIES, AND INDIVIDUALS WITH DISABILITIES ARE ENCOURAGED TO APPLY.
