



DATE: May 13, 2026

TO: **ALL COUNTY EMPLOYEES AND ELIGIBLE CANDIDATES**
(This is a competitive class position.)

FROM: Tara McDonald, Commissioner of Mental Health
368 Broadway, Kingston, NY 12401

JOB VACANCY: Mental Health Specialist / Permanent/Provisional / Full-Time / Benefited

LOCATION: 368 Broadway

SALARY: \$40.91 / hour (Grade 17)

FILL DATE: June 3, 2026

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class provides a full range of psychotherapy, counseling, case management and social work services to clients. This is the entry-level position as a primary therapist in an assigned Ulster County Department. Clinical supervision is received from higher-ranked clinicians at regularly scheduled sessions and on request, with considerable leeway allowed for the use of independent judgment and initiative in individual cases. Clinical supervision may be exercised over the work of students serving clinical internships within the agency. Administrative supervision is not a responsibility of an employee in this class. Does related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the causes, effects and symptoms of mental illness and of counseling and psychotherapeutic techniques to treat those affected; thorough knowledge of area mental health, medical, vocational, legal and social service providers and other available community resources and ability to effectively utilize these resources, in conjunction with direct clinical services, in an overall psychosocial approach to treating the client; ability to establish and maintain effective liaison with a variety of other service providers; ability to establish and maintain rapport with clients and their families; ability to maintain records and prepare narrative reports, statistical reports and general correspondence; ability to provide clinical supervision to students; willingness to participate in and benefit from in-service training; willingness to keep abreast of new developments in the mental health field related to mental illness; sound professional judgment; tact.

MINIMUM QUALIFICATIONS: Either:

A. (1) Possession of a Doctoral Degree in Clinical Psychology. The doctoral degree must have been granted on the basis of completion of a program of psychology registered with the New York State Department of Education or the substantial equivalent thereof, in accordance with the New York State Commissioner of Education's regulations; **AND**

(2) Current licensure as a Psychologist issued by the New York State Department of Education; **OR**

B. (1) Possession of a Master's Degree in Social Work including one (1) year of clinical practicum or one (1) year of post-degree clinical experience, if no practicum; **AND**

(2) Current licensure as a Licensed Clinical Social Worker (LCSW) by the New York State Department of Education; **OR**

(3) Current licensure as a Licensed Master Social Worker (LMSW)* issued by the New York State Department of Education with at least eighteen (18) months of professional experience providing direct services to clients in a clinical, mental health, social services, or health care setting; **OR**

C. (1) Possession of a Master's Degree in Mental Health Counseling including one (1) year of clinical practicum/internship; **AND**

(2) Current licensure as a Licensed Mental Health Counselor (LMHC) issued by the New York State Department of Education; **OR**

D. (1) Possession of a Clinical Master's Degree from a psychiatric/mental health nursing program, including one (1) year of practicum or one (1) year of post degree experience if no practicum; **AND**

(2) Current licensure as a Registered Nurse by the New York State Department of Education; **OR**

E. (1) Possession of a Bachelor's Degree in Nursing/Psychology; **AND**

(2) Three (3) years of post-degree professional nursing experience in mental health or psychiatric nursing in a position involving direct service to clients; **AND**

(3) Current licensure as a Registered Professional Nurse by the New York State Department of Education.

***Note:** Candidates that possess an LMSW may only provide “clinical social work” services (diagnosis, psychotherapy, and assessment-based treatment planning) under the supervision of a senior level Clinician.

Special Requirement: Candidates must complete continuing education training hours as required by the New York State Department of Education to maintain professional licensure with no lapses in licensure during terms of employment.

Special Requirement for appointment to Ulster County positions: In accordance with Ulster County Legislative Local Law Number 14 of 2007 or by other State and Federal Statutes, candidates for employment to all Ulster County positions must obtain clearance for appointment from the Department of Criminal Justice System or other mandated Federal and State regulatory authority based upon fingerprinting and a criminal history background check.

If this is an Ulster County position it will require a criminal background check and a candidate will be required to complete and sign a Criminal Background Investigation Release Form. Upon a conditional employment offer, a candidate will be required to be fingerprinted accordingly.

ULSTER COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.

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