



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Instructor Counselor [Classified Competitive]			Salary P18 \$45,053.25 - \$63,537.63
Posting Number 74-18	Position Number 094166 & 094178	Number of Positions 2	Posting Period * From: 3/15/18 To: 3/29/18
Location: Ann Klein Forensic Center/Special Treatment Unit 15 Paddock Street Avenel, NJ 07001			Scope of Eligibility/Open to: Applicants who Meet the Requirements
GENERAL DESCRIPTION			
<p>Under supervision in a state department, institution, or agency, holds formal and informal classes and discussions concerned with human relationships, personality, and the social and other factors affecting behavior to further the social adjustment, education, or reeducation of inmates, patients, or clients, and/or provides same with occupational, vocational, or educational counseling and instruction which may include teaching basic skills and concepts or instructing them in adaptive independent living skills; adjusts the content and level of counseling and instruction to suit the functional level of inmates, patients, or clients; does related work.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.</p> <p>NOTE: Applicants who do not possess the required education may substitute experience as indicated below on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.</p> <p>EXPERIENCE: One (1) year of experience in counseling, teaching, and/or guidance in an organized education program.</p> <p>LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.</p>			
IMPORTANT FILING INSTRUCTIONS			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> • Forward the required documents electronically to: PST.AKFC@doh.nj.gov • Mail the required documents to: Anne Kenyon, Manager 2, Human Resources Ann Klein Forensic Center Reference Posting #74-18 New Jersey Department of Health PO Box 7177 West Trenton, NJ 08628-7177 <p style="text-align: right;">Required documents:</p> <ul style="list-style-type: none"> • cover letter • resume <p style="text-align: right;"><i>* Responses received after the closing date MAY be considered if the position is not filled.</i></p>			

- Newly hired employees must agree to a thorough background check that will include fingerprinting.
- If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.
- If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.
- In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.
- In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.
- **The New Jersey Department of Health is an Equal Opportunity Employer.**