



# New Jersey Department of Military and Veterans Affairs

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## Menlo Park Vacancy Announcement #M-32-2024

**OPENING DATE:** October 28, 2024

**CLOSING DATE:** November 10, 2024

**TITLE:** MPH – Social Worker 2 – Patient Advocate

**LOCATION:** Menlo Park Veterans Memorial Home- 132 Evergreen Road, Edison, NJ 08818- Administration

**SALARY:** P18 (\$54,351.06 - \$76,649.82) Title code: 60052 (Competitive)

**SHIFT:** 8:30AM – 4:00PM - With flexibility for the needs of the residents

**RDO:** SATURDAY/ SUNDAY - With flexibility for the needs of the residents

**WORK WEEK:** 35-Hour Workweek

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**SCOPE OF ELIGIBILITY:** Applicants will be accepted from all who meet the requirements listed below. Selection will be made from among the best qualified. This will be a provisional appointment pending promotional or open competitive examination through NJ Civil Service Commission.

**SPECIAL NOTE:**

- NJ State Law (N.J.S.A. 26:2h-18.79) requires all health care facility employees to have the influenza vaccination annually.
- Applicants must meet the job specification on file at the Civil Service Commission. To view the Civil Service Commission's Job Specification, please visit: <https://info.csc.state.nj.us/TitleList/StateList.aspx>
- SAME APPLICANTS: If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml> , email: SAME@csc.nj.gov , or call CSC at (833) 691-0404.

**JOB DESCRIPTION:** Under the jurisdiction of a supervisory officer in a state department, hospital, training school, agency, or research unit, does the field and office work involved in conducting varied types of social investigations involving the collection, analysis, and recording of significant social facts, drawing sound conclusions, and basing appropriate action thereon; does related work as required.

### REQUIREMENTS

**NOTE:** Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester hour credits are equal to one (1) year of relevant experience.

- Five (5) years of professional experience in social case work, which shall have involved the responsibility for gathering and analyzing social information from clients, the determination of their needs, and the planning and administration of treatment plans geared toward the needs of individual clients.

**OR**

- Possession of a bachelor's degree from an accredited college or university; and one (1) year of the above-mentioned professional experience.

**OR**

- Possession of a bachelor's degree in social work including or supplemented by a supervised field placement accredited by the Council on Social Work Education.

**OR**

- Possession of a master's degree in social work from an accredited college or university.

**NOTE:** "Professional experience" refers to work that is analytical, evaluative, and interpretive; requires a range of basic knowledge of the profession's concepts and practices; and is performed with the authority to act and make accurate and informed decisions.

**EDUCATION:** Graduate from an accredited college with a bachelor's degree.

**LICENSE:** Possession of a driver's license valid in NJ only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

**RESIDENCY LAW:** Pursuant to the "New Jersey First Act" N.J.S.A. 52:14-7 (L. 2011, Chapter 70), newly hired public employees are required to reside in the State of New Jersey, unless exempted under the law. If you do not reside in New Jersey, you have one (1) year after you begin employment to relocate your residence to New Jersey.

**HOW TO APPLY:**

SUBMIT APPLICATION FOR EMPLOYMENT, COVER LETTER, RESUME, AND E-MAIL ADDRESS by CLOSING DATE TO:

Mail: ATTN: Menlo Park HR Recruitment-132 Evergreen Road, PO Box 3013, Edison, NJ 08818-3013

E-Mail: [MenloParkRecruitment@dmava.nj.gov](mailto:MenloParkRecruitment@dmava.nj.gov)

Fax Number: (732) 452-4268

Forms may be obtained from our website at:

<https://www.nj.gov/military/personnel/forms/employment-application.pdf>

the Human Resources Division or you may request an application from the e-mail provided

***New Jersey Department of Military and Veterans Affairs is an Equal Opportunity Employer and is committed to inclusive hiring and dedicated to diversity in our staff. We strongly encourage people from all groups and communities to apply.***

***"Serving Those Who Served"***