



**DISTRICT ATTORNEY KINGS COUNTY**  
**Job Posting Notice**

Job ID	763522	# of Positions	1
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**Business Title** Mental Health Counselor

**Civil Service Title** COMMUNITY COORDINATOR

**Title Code No** 56058      **Level** 00

**Title Classification** Non-Competitive

**Proposed Salary Range** \$ 72,298.00 - \$ 72,298.00 (Annual)

**Work Location** 345 Adams St., Brooklyn

**Division/Work Unit** COMMUNITY RESOURCES N REENTRY

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### Job Description

The Kings County District Attorney's Office (KCDA) is one of the largest prosecutors' offices in the country and is committed to developing and implementing innovative prosecutorial strategies that will fulfill our vision of keeping Brooklyn safe while at the same time ensuring fairness and justice for all. KCDA has an exciting opportunity to work as a Counselor in the Community Resource and Re-Entry Bureau.

The Community Resource and Re-Entry Bureau addresses the needs and concerns of individuals transitioning from an incarceration-related environment to the general public who seek assistance with the management of their personal situations.

The Social Worker will be part of a team focused on the Re-Entry population. Under general supervision, with some latitude for independent initiative judgment, the prospective candidate will be responsible for the following:

- Providing assistance to individuals who have been incarcerated in facilities operated by the NY State Department of Corrections and Community Supervision (DOCCS), Federal Bureau of Prisons, and NYC Department of Corrections (NYCDCOC).
- Create case management records/client progress notes and appropriate updates of Community Resources & Re-entry databases(s) and case files in accordance with best practices set forth by the NYS Department of Criminal Justice Services.
- As assigned, participate effectively in outreach activities sponsored by this Bureau, including educational and recruitment activities located at offices of the NYS Department of Corrections and Community Supervision (NYSDOCCS) and incarceration, treatment and/or transition facilities operated by NYSDOCCS.
- Maintain on-call availability on a 24/7 basis.
- Conduct psychosocial assessments and individualized treatment plans for participants.
- Provide individual as well as group counseling to participants as needed.
- Facilitate Cognitive psychosocial groups.
- Provide case management for participants. This includes providing referral assistance with regard to the participant's needs as appropriate (e.g. housing, food, health, financial, home life situations) including the facilitation of referrals for additional mental health or substance abuse treatment and family counseling as needed. This also includes home visits or relevant site visits as necessary, and preparation of complete periodic updates with appropriate documentation.
- Handle additional tasks as directed.

### Preferred Skills

- Must possess strong verbal and written communication skills and the ability to work collaboratively and across disciplines are necessary.
- Must have knowledge of counseling interventions with trauma victims.

- Must have exceptional organizational skills, time-management and multi-tasking skills; and the ability to take initiative, prioritize duties, and work both independently and within a team environment.

#### Additional Information.

Candidates must meet the additional requirements:

- Must have a Master's Degree in Mental Health or Social Work from an accredited school.
- Must have at least 2+ years of work experience in Social Work.

#### Hours/Shift

Monday – Friday, 9:00 A.M. – 5:00 P.M.

#### To Apply

We appreciate the interest and thank all applicants who apply, but only those candidates under consideration will be contacted.

**For Non-City/External Candidates:** Visit the External Applicant NYC Careers site and type "DA - Brooklyn" on the search line. Then locate the Job ID number. **For Current City Employees:** Visit Employee Self Service (ESS) to view and click on Recruiting Activities, Careers, and search by Job ID number.

Employees of the City of New York may be eligible for federal loan forgiveness programs and state repayment assistance programs. The federal government provides student loan forgiveness through its Public Service Loan Forgiveness Program (PSLF) to all qualifying public service employees.

Please visit the Public Service Loan Forgiveness Program site to view the eligibility requirements:  
<https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>.

#### Minimum Qual Requirements

1. A baccalaureate degree from an accredited college and two years of experience in community work or community centered activities in an area related to the duties described above; or
2. High school graduation or equivalent and six years of experience in community work or community centered activities in an area related to the duties as described above; or
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least one year of experience as described in "1" above.

#### Residency Requirement

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

**POSTING DATE** 01/12/2026

**POST UNTIL** 02/01/2026

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