AUBURN
Human Resources

# Spec III, Mental Health
Job Description

## JOB INFORMATION

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|---|---|
| Job Code | CA11C |
| Job Description Title | Spec III, Mental Health |
| Pay Grade | HW09 |
| Range Minimum | $51,670 |
| 33rd % | $62,000 |
| Range Midpoint | $67,170 |
| 67th % | $72,340 |
| Range Maximum | $82,670 |
| Exemption Status | Exempt |
| Approved Date: | 1/1/1900 12:00:00 AM |
| Legacy Date Last Edited | 11/13/2015 |

## JOB FAMILY AND FUNCTION

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|---|---|
| Job Family: | Health & Wellness |
| Job Function: | Mental & Behavioral Health |

## JOB SUMMARY

Provides psychotherapy, both group and individual, to juveniles who have been adjudicated for sex offenses, as well as psycho education group and family therapy.

## RESPONSIBILITIES

- Provides clinical intervention to students in Accountability Based Sex Offender Program II including individual, group and family therapy.
- Participates in clinical team meetings to discuss students' progress and appropriate treatment strategies.
- Facilitates psycho educational groups to teach various concepts such as (but not limited to) emotion management and tolerance for cultural diversity.
- Completes documentation relative to provision of services, risk assessments, and other tasks relative to students' case management.
- Plans activities for the Accountability Based Sex Offender Program II student community.
- Participates in community meetings to resolve problems within the community.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

## SUPERVISORY RESPONSIBILITIES

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| Supervisory Responsibility | May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees. |

## MINIMUM QUALIFICATIONS

**To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.**

## MINIMUM EDUCATION & EXPERIENCE

| Education Level | Focus of Education | | Years of Experience | Focus of Experience | |
|---|---|---|---|---|---|
| Master's Degree | Degree in Clinical Psychology, Social Work, Professional Counseling or related field | and | 4 years of | Experience in providing mental health services to adolescents | |

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| Substitutions Allowed for Experience | Yes |
| *Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.* | |

## MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/ Desired | |
|---|---|---|---|---|
| | State Licensure in counseling, social work or psychology or eligible for licensure | Upon Hire | Required | |

## PHYSICAL DEMANDS & WORKING CONDITIONS

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|---|---|
| Physical Demands Category: | Other |

## PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|---|---|---|---|---|---|---|
| Standing | | | X | | | |
| Walking | | | X | | | |
| Sitting | | | | X | | |
| Lifting | X | | | | | |
| Climbing | | X | | | | |
| Stooping/ Kneeling/ Crouching | | | X | | | |
| Reaching | | | X | | | |
| Talking | | | | | X | |
| Hearing | | | | | X | |
| Repetitive Motions | | | | X | | |
| Eye/Hand/Foot Coordination | | | | X | | |

## WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|---|---|---|---|---|---|
| Extreme cold | | X | | | |
| Extreme heat | | X | | | |
| Humidity | | X | | | |
| Wet | | X | | | |
| Noise | | X | | | |
| Hazards | | X | | | |
| Temperature Change | | X | | | |

## WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|---|---|---|---|---|---|
| Atmospheric Conditions | | X | | | |
| Vibration | | X | | | |

| **Vision Requirements:** |
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| Ability to see information in print and/or electronically. |