
Auburn University Job Description

Job Title: **Mgr, Mental Health**

Job Family: No Family

Job Code: **CA10**

Grade HW12 \$60,900 - \$109,600

FLSA status: Exempt

Job Summary

Provides direction and supervision for the mental health related program(s).

Essential Functions

1. Participates in and serves as chair in collateral meetings for clinical and residential staff treatment teams.
2. Develops assessment protocols designed to measure program effectiveness in decreasing recidivism rates of program participants and the determinants of that decreased recidivism.
3. Oversees program development and training, assessing the extent to which services to be provided are consistent with the current state of knowledge in the field.
4. Oversees the clinical activity of Mental Health Specialists and Clinical Psychology graduate students.
5. Provides clinical services as assigned and relevant to specific juvenile offenders and their families.
6. Facilitates orientation and training for program participants.
7. Gathers, analyzes, and compiles data for reports, correspondence, and general information.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	EdD or PsyD	Degree in Clinical or Counseling Psychology
Experience (yrs.)	1	Experience in providing mental health services to adolescents

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

Indicated experience is required; no substitutions allowed.

Minimum Required Knowledge

Knowledge of counseling and treatment practices for juvenile sex offenders. Knowledge of State and Federal laws, American Counseling Association regulations, and Department of Youth Services policies and procedures.

Certification or Licensure Requirements

Must be licensed as a Psychologist or eligible for licensure

Physical Requirements/ADA

No unusual physical requirements. Requires no heavy lifting, and nearly all work is performed in a comfortable indoor facility.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, sitting, talking, hearing, handling objects with hands, .

Job occasionally requires walking, reaching, climbing or balancing, and lifting up to 50 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 11/13/2015
