NEW YORK CITY DEPARTMENT OF PROBATION
GRANT FUNDED - JOB VACANCY NOTICE – JVN 781-20-003

<table>
<thead>
<tr>
<th>CIVIL SERVICE TITLE:</th>
<th>TITLE CODE NO.:</th>
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<tbody>
<tr>
<td>Senior Mental Health Worker</td>
<td>51263</td>
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<thead>
<tr>
<th>OFFICE TITLE:</th>
<th>SALARY:</th>
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<tbody>
<tr>
<td>Clinical Advisor (Full-Time)</td>
<td>$46,329</td>
</tr>
<tr>
<td></td>
<td>$47,829 (with License)</td>
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<table>
<thead>
<tr>
<th>HOURS:</th>
<th>NUMBER OF POSITIONS:</th>
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<tbody>
<tr>
<td>35 hours per week</td>
<td>1</td>
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<tr>
<th>LOCATION:</th>
<th>*Funded position subject to annual renewal</th>
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<tr>
<td>CITYWIDE</td>
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**JOB DESCRIPTION**

The New York City Department of Probation (DOP) helps build stronger and safer communities by working with and supervising people on probation, fostering positive change in their decision-making and behavior, and expanding opportunities for them to move out of the criminal and juvenile justice systems through meaningful education, employment, health services, family engagement and civic participation. We are located in every borough across the City and provide three core services -pre-sentence investigations, intake and probation supervision. In summary, DOP ensures that people who enter our system are supervised according to their risk level and receive the support and services they need to abide by the law and be an asset to their communities.

In order to improve outcomes for our clients with behavioral health issues DOP is seeking clinical advisors to be located in our borough branches. The clinical advisor would combine expertise in the criminal justice system and behavioral health services to provide range of direct services, case management and support the work of our officers on site. This person should understand the adult criminal justice system, the behavioral health continuum of care, and the clinical impact of arrest, processing, conviction and incarceration.

**Responsibilities:**

- Coordinate care with DOP staff, city agencies and other collateral parties
- Ensure timely and accurate documentation using the department’s electronic case management system
- Conduct individual and family sessions on as needed basis
- Provide crisis intervention on as needed basis
- Provide culturally competent services that are individualized to the client needs and reflect the integration of race, ethnicity, culture, primary language, immigration status, developmental status, criminal justice status, sexuality, age and gender
- Provide referrals to appropriate, evidence based community programs and supports
- Assess for benefits and other social service supports, and refer for assistance
- Ensure connections to health care, health care insurance, care coordination services and a primary care clinic
- Follow up with local hospitals and care facilities
- Advocate for clients and officers with community providers and collateral supports
- Participate in case conferences, case reviews, and team meetings
- Provide feedback to supervisors on training and resource needs
- Assist branch team in building local resources and networks
- Collect and track data to inform agency policy and program development
PREFERRED QUALIFICATION/SKILLS

- LMSW, LCSW MSW or MA in Social Work, Mental Health Counseling, Criminal Justice, or Marriage and Family Therapy
- A baccalaureate degree from an accredited college, including or supplemented by at least 24 credits in psychology, sociology, anthropology and/or related disciplines, plus one year of full-time paid experience assisting in the evaluation of mental health problems of clients for purposes of establishing and implementing a treatment plan or working with communities to assist in determining mental health needs and planning new mental health programs, at least six months of which must have been in the supervision of subordinate para-professional personnel
- Prior experience providing services to youth/adults with mental health and substance abuse issues
- Prior experience working in and understanding of the criminal justice system (adult side)
- Understanding of community supervision, public health and public safety
- Good written and oral communication skills
- Experience using electronic case management system
- Excellent problem solving skills
- Ability to meet time frames and deadlines and ensure that services are provided in a timely and professional manner
- Understanding of trauma informed services and case management
- Understanding of behavioral health community continuum of care
- Ability to work independently, as well as contribute to team

QUALIFICATION REQUIREMENTS

1. An associate degree or 60 credits from an accredited college, including or supplemented by 12 credits in psychology, sociology, anthropology, or related disciplines including a course involving supervised field work in a community mental health or related setting, plus one year of full-time paid experience in mental health intake, counseling or therapy, or in teaching basic mental health skills to families of developmentally disabled or emotionally disturbed individuals, or in providing mental health educational or liaison services to agency, client and community; or
2. A four-year high school diploma or its educational equivalent approved by a State's Department of education or a recognized accrediting organization, and two years of full-time experience as described in "1" above; or
3. A satisfactory equivalent combination of education and experience. However, all candidates must possess a four-year high school diploma or its educational equivalent as described in "2" above, and must possess at least one year of full-time paid experience as described in "1" above

Residency Requirement:
New York City residency is not required for this position. However, you must reside in New York State.

APPOINTMENTS ARE SUBJECT TO OFFICE OF MANAGEMENT AND BUDGET (OMB) APPROVAL

TO APPLY, PLEASE SUBMIT RESUME, COVER LETTER

TO: External Applicants: https://a127-jobs.nyc.gov/

Internal Applicants: Employee Self Service (ESS)

SUBMISSION OF APPLICATION IS NOT A GUARANTEE THAT YOU WILL RECEIVE AN INTERVIEW

POST DATE: August 6, 2019  |  POST UNTIL: FILLED  |  JVN #:781-20-003

"THE CITY OF NEW YORK AND THE DEPARTMENT OF PROBATION IS AN EQUAL OPPORTUNITY EMPLOYER"

"REASONABLE ACCOMMODATION AVAILABLE UPON REQUEST"

NOTE: This position is open to qualified persons with a disability who are eligible for the 55-a Program. Please indicate on your resume or cover letter that you would like to be considered for the position under the 55-a Program."