Classification Description

PINAL COUNTY
Enriching Lives Beyond Expectation

Work in this classification requires an individual to be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary classification functions herein described. Since every duty associated with this classification may not be described herein, employees may be required to perform duties not specifically spelled out in this classification description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this description.

Classification: LICENSED BEHAVIORAL HEALTH COUNSELOR/CLINICALSERVICES MANAGER (At-Will)

Class Code: TBD

Department: Juvenile Court Services

Pay Grade: 14

FLSA Status: Exempt

JOB SUMMARY

Under the direct supervision of the Director or designee, this position provides supervision, consultation and management of professional mental health clinical staff and oversees the development, implementation, and daily clinical services and/or behavioral health programs within Juvenile Court Services.

This position is an exempt position under the Fair Labor Standards Act and is not a covered position under the Judicial Merit System Rules. Incumbents in this position serve at the pleasure of their respective Appointing Authority. The employment relationship is "at-will", and employment may be terminated at any time, for any reason, with or without cause.

TYPICAL CLASSIFICATION ESSENTIAL DUTIES:

- Manage, coordinate, and oversee the administration of clinical staff while fostering a positive work environment that promotes teamwork, collaboration, and professional growth; document clinical supervision as required; plans, develops, and implements comprehensive clinical treatment programs and clinical care services, in alignment with the organization's mission and goals.
- Develop and implement policies, procedures, tools, and protocols to ensure high quality care and case coordination, whether provided internally or by external service providers.
- Ensure compliance with the Arizona Board of Behavioral Health Examiners, professional standards, accreditation requirements, and best practices in clinical care and clinical supervision.
- Conduct one-on-one counseling and group counseling; complete documentation to include but not limited to consents, assessments, ISPs, coordination of care with team members, individual therapy, and group therapy.
- Promote a culture of continuous improvement and evidence-based practice among clinical team members by facilitating training, education, and professional development ensuring compliance and competency with regulations.

- Develop and maintain suicide prevention and intervention program inclusive of risk assessment instruments for detained youth.
- Participate in the collection of data, and maintain records as needed to evaluate clinical program effectiveness while identifying areas for improvement and implement quality improvement guidelines to enhance processes and outcomes; monitor key performance indicators related to safety, satisfaction, and outcomes.
- Complete all necessary assessments and treatment plans, including comprehensive functional assessments of the mental health care and community support needs of the individual and family.
- Develop goal-focused Community Support and Rehabilitation Plans based on functional assessment of client and other supports as appropriate and requested by client, including family members and/or other natural supports, service providers.
- Manage risks, crises, and emergencies and utilize reasonable procedures in cases involving clients who present with potential assaultive, self-harm, suicide, abuse, or other violent intent and develop treatment plans as required.
- Participate in the delivery of a variety of educational presentations and serve as the in-house behavioral health coordinator for specialty courts.
- Facilitate detention staff training for suicide prevention and intervention, mental health, and crisis intervention in accordance with AZ State Detention Standards.
- Maintain absolute confidentiality of work-related issues, client records, and restricted Court information.
- Perform other related duties as required.

MINIMUM REQUIREMENTS TO PERFORM WORK:

- Master's degree in Psychology, Social Work, or other mental health related field.
- Five (5) years of professional work experience within the behavioral health community, child welfare system, juvenile probation, court/criminal justice system or with a human services agency, including two (2) years in a supervisory capacity.
- Must hold or be able to acquire a valid Arizona State Driver's License within 30 days of hire.
- Licensure in good standing as an independent level Social Worker, Counselor, or equivalent in the State of Arizona with the additional hours needed to provide Clinical Supervision.
- Compliance with A.A.C. R4-6-214 (including completion of the Clinical Supervision Tutorial on Arizona Statutes/Regulations).
- Qualifications as required under A.A.C. R4-6-212(A).
- On-call 24/7 for urgent clinical matters within detention center
- An equivalent combination of relevant education and/or experience may substitute for the minimum requirements.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of the roles, functions, and general operation of Title 8 and Arizona Rules of Procedure for Juvenile Court to ensure conformity to the legal processes in the Arizona Juvenile Court System.
- Knowledge of AZ State Detention Standards.
- Knowledge of court and probation terminology.
- Knowledge of principles and best practices of diagnosis, treatment modalities, and systems of care.

- Knowledge of principles of time and records management in accordance with clinical standards.
- Knowledge of theories, principles, and concepts of operations or program management.
- Skill in report writing.
- Skill in collaborating and working with a multidisciplinary team.
- Skill in analyzing and resolving client and family complaints.
- Ability to work with and assist clients with a variety of emotional and mental needs.
- Ability to evaluate programs and services, program issues, and solutions.
- Ability to maintain absolute confidentiality of work-related issues, client records, and restricted court information.
- Ability to comprehend and analyze a variety of individual and systemic therapeutic models and appropriate application, including evidence-based practice.
- Ability to effectively communicate orally and in writing on a variety of issues and make oral and written presentations.
- Ability to work with individuals from diverse socio-economic cultural and ethnic backgrounds and disabled individuals.
- Ability to address conflicts or crisis situations with diplomacy, understanding, fairness, firmness, and sound judgment.

PHYSICAL DEMANDS:

The work is sedentary and requires exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. The work also requires the ability to finger, grasp handle, perform repetitive motion, hear, speak, stand, walk, and demonstrate mental and visual acuity. May need to utilize verbal de-escalation techniques on youth in a facility setting.

WORK ENVIRONMENT:

Work is performed in a dynamic environment that requires the ability to be sensitive to change and responsive to changing goals, priorities, and needs. Work is performed primarily in an office setting and/or a secure 24/7 juvenile detention facility

Pinal County has the right to revise this description at any time, and does not represent in any way a contract of employment.