

**NEW YORK CITY DEPARTMENT OF PROBATION  
GRANT FUNDED - JOB VACANCY NOTICE – JVN 781-14-018-**

<b>CIVIL SERVICE TITLE:</b> Senior Mental Health Worker	<b>TITLE CODE NO.:</b> 51263
<b>OFFICE TITLE:</b> Clinical Advisor (Part-Time)	<b>SALARY:</b> \$22.00 per hour
<b>DIVISION/WORK UNIT:</b> Juvenile Operations	<b>WORK LOCATION:</b> Citywide
<b>HOURS:</b> Part-Time/19 Hours Per Week	<b>NUMBER OF POSITIONS:</b> 2 Funded position subject to annual renewal

**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.

The probation **Clinical Advisor** will perform basic behavioral health needs related tasks associated with youth in the juvenile justice system. These include but are not limited to:

- Assisting DOP staff in screening and assessing the behavioral health needs of clients.
- Engaging and assisting clients and their families to help address behavioral health needs.
- Developing appropriate community based service plans.
- Assisting clients and families with referrals to both clinical and concrete services
- Participating in case conferences and subsequent team meetings on assigned cases, as appropriate.
- Providing crisis intervention when necessary, and assessing family system for risk
- Providing in-house training on behavioral health needs in the context of community corrections.
- Identifying, creating and maintaining relationships with outside agency treatment providers
- Assisting probation officers with dispositional recommendations for clients with behavioral health needs.
- Performing basic accountability tasks related to the job, which include compiling and maintaining necessary records.
- Meeting regularly with DOP staff to ensure that the needs of the borough/unit are being met.

## PREFERRED SKILLS

- Preferred requirements are LCMSW, MSW or MA in social work, mental health counseling, marriage and family therapy or related field.
- Experience working with adolescents and families in a child welfare, mental health or juvenile justice setting. Candidates with juvenile justice experience and/or trauma-related services are preferred.
- Ability to work with culturally diverse population
- Strong written and verbal communication skills
- Excellent problem-solving and organizational skills
- Ability to meet time frames, and ensure that services are provided in timely and professional manner
- 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 full-time experience as described 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 possess at least one year of full-time paid experience 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 INDICATING JVN# 14-018**

**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: April 17, 2014**

**POST UNTIL: May 1, 2014**

**JVN #: 2014-018**

**“THE CITY OF NEW YORK AND THE DEPARTMENT OF PROBATION IS AN EQUAL OPPORTUNITY EMPLOYER”**