

YOUTH DEVELOPMENT SPECIALIST (ACS)
(HELP PROGRAM)

General Statement of Duties and Responsibilities

Under supervision, and with limited latitude for the exercise of independent judgment and initiative, works as part of an interdisciplinary team to provide secure, safe care, and skill-based therapeutic interventions for pre-adjudicated and post-adjudicated youth in juvenile detention facilities and other ACS operated or managed juvenile justice facilities and programs.

Examples of Typical Tasks

Facilitate youth learning of pro-social, academic, and vocational skills. Mentor and guide youth individually and in groups. Use a behavior management system to shape youth behavior and encourage youth as they develop. Encourage youth and family communication; build rapport with families to help them with their children. Advocate for youth and their families. Facilitate youth group meetings in the residential unit and elsewhere.

Address conflicts with crisis intervention methods such as verbal de-escalation, reframing strategies, and physical de-escalation techniques, using the least amount of physical intervention necessary. May serve as part of a rapid response team to respond to emergency situations. Work with youth gangs and provide remediation activities. Provide anti-bullying and violence reduction intervention. Assist in the development of individualized and group treatment, programming, and safety plans.

Provide supervision, structure and guidance to youth, in all settings. Follow all health protocols and safety and security protocols such as those concerning searches, headcounts, bed checks, intervention in volatile situations, the use of restraints, and others. Conduct searches. Establish ground rules and maintain protocols for the residential unit; reinforce youth behavior to support safety protocols. Assess youth's needs and risks and develop individualized safety plans.

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Examples of Typical Tasks (continued)

Work with teachers and youth to support youth academic achievement. Facilitate, engage and support youth in all activities, including school, wake-up and bedtime routines, meals, chores, recreation, religious services, court preparation, court attendance, family visits, health care visits and other activities as necessary.

Observe youth closely and record observations. Complete required reports on attendance, incidents, and behavior observations. Participate in youth admission and orientation processes. Provide feedback to supervisors and managers to improve policies and procedures. Complete special projects.

Accompany youth to court appearances and allay youth's anxieties. Drive transport vehicles and ensure youth safety in vehicles and court detention rooms. Apply mechanical restraints during transport, in court detention rooms and in emergency situations as necessary.

Escort and accompany youth throughout the facility, including up and down flights of stairs, while maintaining order and ensuring safety; provide oversight and supervision of youth during meals, recreational programs, and other activities. Often standing and moving from post to post and/or interacting with youth for extended periods of time.

Qualification Requirements

1. 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 satisfactory experience working directly with juveniles or young adults (ages 10-24) in a group, community, educational, or institutional setting or program performing recreational, juvenile detention, vocational, mentoring, or anti-violence work; or youth leadership development, young adult leadership development, youth and family health promotion, community organizing with youth and families, and/or closely related activities, which can include internships, volunteer work, athletic programs, or closely related experience; or

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Qualification Requirements (continued)

2. An associate degree from an accredited college or completion of 60 semester credits of study at an accredited college, including or supplemented by one year and three months of full-time satisfactory experience as described in “1” above; or
3. An associate degree from an accredited college or completion of 60 semester credits of study at an accredited college, including or supplemented by 12 semester credits in social work, counseling, education, recreation, criminal justice, psychology, biology, sociology, human services, or a closely related field; and nine months of full-time satisfactory experience as described in “1” above; or
4. A baccalaureate degree from an accredited college including or supplemented by at least six months experience as described in “1” above; or
5. A baccalaureate degree from an accredited college including or supplemented by 12 semester credits in social work, counseling, education, recreation, criminal justice, psychology, biology, sociology, human services, or a closely related field; or
6. A satisfactory combination of education and/or experience equivalent to “1”, “2”, or “3” above:
 - a. Honorable full-time United States military service commanding young adults (up to age 24) may be substituted for experience as described in “1” above, on a year-for-year basis, up to a maximum of two years of military service for two years of experience;
 - b. Academic coursework in social work, counseling, education, recreation, criminal justice, psychology, biology, sociology, human services or a closely related field may be substituted for experience as described in “1” above, at the rate of 12 semester credits from an accredited college for 6 months of experience;

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Qualification Requirements (continued)

- c. General undergraduate education may be substituted for experience as described in “1” above, at the rate of 60 semester credits from an accredited college for 9 months of experience;

However, all candidates must possess a four-year high school diploma or its educational equivalent.

License Requirement

For certain positions a motor vehicle driver license valid in the State of New York is required. This license must be maintained for duration of the assignment.

Additional Requirement

Section 424-a of the New York State Social Services Law requires an authorized agency to inquire whether a candidate for employment with child-care responsibilities is or has been the subject of an indicated child abuse and maltreatment report on file with the statewide central register of child abuse and maltreatment.

NOTE:

This title is classified in the non-competitive class for a 12-month period under the Hiring Emergency Limited Placement (HELP) Program. At the conclusion of 12 months incumbents will be transferred into “Youth Development Specialist (ACS) (52287)” as permanent competitive class employees.