

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

JOB ANNOUNCEMENT

THIS POSITION IS BASED ON GRANT FUNDING

POSITION: CHILDREN'S TREATMENT COORDINATOR I - CJC

Posting# 992352-0716jhm

REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required licensure

STARTING SALARY: Step 38 \$21.93 per hour, \$1,754 Bi-weekly plus benefits package
Step increase available after completing probation and annually thereafter.

OPENING DATE: July 1, 2015

CLOSING DATE: July 15, 2015

The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months

For additional information see the job description at - - <http://www.utahcounty.gov/jobs>

JOB SUMMARY: Under general supervision of the Executive Director - Children's Justice Center and as a licensed mental health professional, coordinates and oversees treatment services for child abuse victims and their families and provides training for community treatment providers. ***Children's Treatment Coordinator I:*** this classification level is a Certified Social Worker performing work under a supervision of a Licensed Clinical Social Worker.

DUTIES INCLUDE: Coordinates the Children's Justice Center Child Abuse Treatment Program; maintains and coordinates the essential specialized, age-appropriate group treatment elements consistent with grant requirements; maintains information and contacts for making specialized individual child abuse treatment referrals to community providers.

Recruits, maintains, and coordinates age-appropriate treatment groups to serve child abuse victims; tracks treatment usage and outcomes of intervention processes. Interacts with local and state-wide treatment providers and social service agencies to facilitate collaboration efforts. Assists in the development of treatment groups for child abuse victims and non-offending parents.

Provides direct intervention services to alleged child abuse victims and non-offending family members onsite or by telephone; assesses the mental health and needs of the child and parents and makes appropriate treatment recommendations using information obtained during intake interviews, collateral contacts, and by reviewing assessment results; makes treatment or social services referrals to various agencies and refers cases for criminal investigation according to applicable laws and regulations.

Creates and submits accurate records and documents according to compliance standards and established time requirements; prepares statistical reports to assist in monitoring program services, expenditures, and grants.

Participates in ongoing training to maintain "state of the art" knowledge and enhance therapeutic skills related to child abuse treatment, Post Traumatic Stress Disorder, and child and family development, etc.

Coordinates and assists with training of multi-disciplinary team members, community treatment professionals, Social Work interns, CJC volunteers, and others regarding child abuse issues, child development and assessment trauma intervention, and specialized age-appropriate therapeutic modalities and intervention skills; assists in developing and promoting a multi-disciplinary team approach in case management to benefit the child and family.

Acts as an agency representative in court and interagency meetings and provides information to judges and other legal personnel as required.

ADDITIONAL RESPONSIBILITIES MAY INCLUDE

Oversees the presentation and facilitation of professional training; prepares schedules and curriculum; recruits, trains, and assigns instructors as necessary.

EVALUATION AND SELECTION FACTORS INCLUDE:

Considerable Knowledge of: interviewing methods and techniques, social casework principles and methods, and mental health assessment instruments; clinical diagnostic methods and principles, various modalities of psychotherapy and counseling, and abnormal psychology; federal, state and local ordinances and policies regarding therapeutic issues; and the criminal justice system.

Skill in: identifying and assessing symptoms of child abuse; using crisis intervention techniques; training and teaching others.

Ability to: maintain cooperative working relationships with those contacted in the course of work activities; communicate effectively verbally and in writing; prepare comprehensive case reports and statistics

REQUIREMENTS FOR EMPLOYMENT: Master Degree in Social Work, Marriage and Family Therapy, or Psychology from an accredited college or university. Equivalent combinations of education and experience may also be considered. **Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.**

LICENSURE/CERTIFICATIONS: Must possess and maintain licensure under the Mental Health Professional Practice Act (UCA 58-60) as a Certified Social Worker (CSW). Applicant must possess a current driver's license and obtain a valid State of Utah driver's license within 60 days of employment.

EXAMINATION/SELECTION PROCESS: Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Personnel Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Personnel Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Personnel Department reserves the right to call only the most qualified applicants to any of the examinations.