

The New Hampshire Department of Corrections has an immediate opening for:

Senior Psychiatric Social Worker
Full-time
#12825
NHSP-M SPU/RTU
\$48,022.00- \$56,797.00
(Salary range includes Hazard Duty Pay)

This full time position will plan, organize and supervise the scope and delivery of social work services and programs for offenders in the Secure Psychiatric Unit/Residential Treatment Unit, working in close and immediate contact with prisoners on a daily basis while maintaining security. Min. Quals: Master's degree in Social Work (MSW) from a college or university approved by the Council on Social Work Education. Five years' experience involving psychiatric social work (mental, emotional or behavioral disorders) prior or subsequent to obtaining the graduate degree with at least two years in a supervisory capacity. Must have license, or be eligible for licensure through reciprocity, as a licensed Independent Clinical Social Worker (LICSW) in the State of New Hampshire. Must possess a NH driver's license and have access to transportation with liability insurance as required by state law.

Employees are required to pay an agency or union fee.

For more information and to obtain a State application, contact the NH Dept. of Corrections, Human Resource Office, PO Box 1806, Concord, NH 03302-1806, (603)271-5650.

Resumes will not substitute for a fully completed State application.

Applications will be accepted until January 20, 2012.

Please visit our web site information at <http://www.admin.state.nh.us/hr>

EOE

SUPPLEMENTAL JOB DESCRIPTION

Classification: Senior Psychiatric Social Worker Function Code: 8160-046

Position Title: Correctional Line Senior Psychiatric Social Worker Date Established: 8/15/88

Position Number: 12825 Date of Last Amendment: 2/27/07

SCOPE OF WORK: To plan, organize and supervise the scope and delivery of social work services and programs for offenders in the Secure Psychiatric Unit/Residential Treatment Unit, working in close and immediate contact with prisoners on a daily basis while maintaining security.

ACCOUNTABILITIES:

- Performs a complicated, detailed and involved assessment of a highly professional nature to gather sensitive background material from offenders, family members, service providers, schools, guardians, legal professionals as indicated, as well as reading past clinical records to formulate a comprehensive psychosocial assessment in order to make clinical recommendations for interventions and aftercare needs.
- Supervise/train other clinical staff, unit counselors, students and volunteers in recognizing mental illness and suicide prevention as well as other areas of the mental health delivery system.
- Conduct mental health initial interviews which include review of potential suicidality, history of substance abuse and use of mental health services and assign mental health scores in order to receive appropriate care for offenders utilizing the correctional mental health system
- On the basis of an in-depth comprehensive psychosocial assessment, develops treatment goals, implements offender and family related interventions, as indicated, in conjunction with the interdisciplinary team and is responsible for ensuring that an ongoing discussion of discharge issues occurs with all the stake holders.
- Provide crisis intervention services including suicide assessments. Utilizes interventions consistent with current research relevant to developmental, cultural and age/disability-specific needs. Gathers information to analyze the efficacy of interventions and documents this in the clinical record.
- Consults with housing unit staff at the prison facilities to ensure continuity of care.
- Participate in Quality Improvement activities including participation in Performance Improvement teams to analyze out treatment practices, organizational structures, in order to enhance services and align with current best practices.
- Develop and participate in Mental Health Unit policy review to develop procedures for offenders/patients.
- Establishes and maintains highly sensitive contacts with a wide range of community agencies. Advocates to service providers and appropriate agencies to ensure that necessary community supports are available to facilitate development of an optimum discharge plan, which may include residential placement, return to general prison population, or other appropriate settings. The nature of these contacts requires exercise of considerable judgment and sensitivity, as the outcome can affect quantity and quality of services provided to patients and/or offenders.

MINIMUM QUALIFICATIONS:

Education: MSW, prefer licensed in the State of NH.

Experience: SEE CLASS SPECIFICATION FOR MINIMUM QUALIFICATIONS

License/Certifications: Must have license, or be eligible for licensure through reciprocity, as a licensed Independent Clinical Social Worker (LICSW) in the State of New Hampshire.

Special Requirements: Successful completion of the Corrections Academy and continuing Certification as correctional line personnel as established by the certifying authority.

CLASSIFICATION: SENIOR PSYCHIATRIC SOCIAL WORKER

Class Code: 8160-26

Date Established: 07-01-67

Occupational Code: 7-7-5

Date of Last Revision: 02-28-06

BASIC PURPOSE: To plan, organize and supervise the scope and delivery of social work services and programs for residents/patients at an institution or agency.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

- Supervises Psychiatric Social Workers and other members of the social work staff, assigns cases, provides training and evaluates performance.
- Develops policies and procedures describing scope and delivery of social work services for patients/residents.
- Prepares progress reports of patients assigned and on evaluations of treatment programs.
- Makes contacts with a wide-range of community agencies providing services to patients/residents.
- Collects background data from patients and family members, and analyzes information to form a psychosocial diagnosis and clinical recommendations for treatment of patients.
- Uses diagnostic information to formulate treatment goals, family related interventions and resources assessment in identification of problem areas.

DISTINGUISHING FACTORS:

Skill: Requires skill in analyzing and interpreting data, policy, and procedures OR in using equipment in order to arrive at logical conclusions or recommendations.

Knowledge: Requires logical or scientific expertise to resolve problems of a specialized or professional nature in a wide range of applications.

Impact: Requires responsibility for achieving direct service objectives by assessing agency service needs and making preliminary recommendations for the development of alternative short-term program policies or procedures. Errors at this level result in incomplete assessments or misleading recommendations causing a disruption of agency programs or policies.

Supervision: Requires direct supervision of programs or of employees doing work which differs from the supervisor, including disciplining employees, solving personnel problems, recommending hiring and firing employees, and developing work methods. The supervisor in this position manages a working unit or section with responsibility for employee performance appraisal.

Working Conditions: Requires performing regular job functions in an adverse working environment containing a combination of disagreeable elements which impact significantly upon the employee's capacity for completing work assignments. This level includes work-related accidents or assault.

Physical Demands: Requires light work, including continuous walking or operating simple equipment for extended periods of time as well as occasional strenuous activities such as reaching or bending.

Communication: Requires reviewing summaries and reports and making decisions to solve problems or to achieve work objectives as well as articulating and expressing those solutions and goals. This level also requires formal presentations of solutions and goals to employees and the general public to increase the responsiveness of the agency toward the demands of its client system.

Complexity: Requires coordinating a combination of diverse job functions in order to integrate professional and technical agency goals. This level also requires considerable judgment to implement a sequence of operations or actions.

Independent Action: Requires independent judgment in planning and evaluating work procedures and in supervising the development of professional, technical and managerial standards under administrative direction and according to broad departmental guidelines.

MINIMUM QUALIFICATIONS:

Education: Master's degree in Social Work (MSW) from a college or university approved by the Council on Social Work Education.

Experience: Five years' experience involving psychiatric social work (mental, emotional or behavioral disorders) prior or subsequent to obtaining the graduate degree with at least two years in a supervisory capacity.

License/Certification: Must possess a New Hampshire driver's license and have access to transportation with liability insurance as required by state laws.

RECOMMENDED WORK TRAITS: Extensive knowledge of psychiatric case work principles, techniques and practices and their application to individual case problems. Considerable knowledge of the basic principals and facts underlying psychiatric diagnosis and treatment. Extensive knowledge of mental health problems, of modern methods of treatment and of the social aspects of such conditions. Considerable knowledge and skill in community organization and availability of community resources. Appreciation of involved psychological and environmental problems arising in connection with case work. Considerable knowledge of mental health organizations and their treatment specialties. Ability to exercise good judgment in evaluating situations and making decisions. Ability to write case histories and related reports. Ability to train professional and para-professional employees involved in mental health programs. Ability to interpret departmental policy, procedures and objectives. Ability to understand environmental factors in individual cases and to apply this understanding in social adjustments and rehabilitation. Ability to establish and maintain working relationships with representatives of other social agencies, institution officials, the general public and clients. Ability to organize and direct a program of psychiatric case work and to evaluate the results. Ability to communicate effectively. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

DISCLAIMER STATEMENT: This class specification is descriptive of general duties and is not intended to list every specific function of this class title.