

PITT COUNTY JOB DESCRIPTION

JOB TITLE: SOCIAL WORKER II

WORKING TITLE: SOCIAL WORKER (GENERAL POPULATION)

DETENTION CENTER

GENERAL STATEMENT OF JOB

Under general supervision of the Sheriff or the Sheriff's designee, this General Population Social Worker II position is responsible for providing intensive social work services in serious and complicated cases which require the flexible use of a wide range of social work practice skills and intervention techniques. Work may involve providing in-depth assessment of individuals and family dynamics and needs, intervention and treatment planning. Work may involve training and modeling to direct supervision staff. The social worker will work closely with medical personnel and detention center staff to develop treatment plans and discharge plans for community re-entry and will also assist in aftercare follow-up with individuals. The discharge planning and aftercare follow-up involves coordinating with a variety of community-based service providers and criminal justice personnel.

The Social Worker II will work closely with the Programs Coordinator and the Social Worker II at the detention center (e.g., interviewing offenders, reviews records and compiles social summary reports as needed or assigned) for those incarcerated individuals who are not in specialized programs and make proper referrals to the appropriate staff within the facility. Write reports, collect and correlate data as needed to include classification data, admission summaries, risk assessments and security designation forms. Communicate with offender's families and others with inquiries concerning status and treatment progress of offenders. Conduct group psycho-education classes such as parenting skills, basic life skills, healthy relationships, etc. Coordinate activities with other service and education providers working in the specialized unit of the detention center. Other related duties as assigned and directly related to special populations or the General Population at the detention center.

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

1. Possess considerable knowledge of a wide range of behavioral, and/or psychosocial problems and provide effective treatment strategies.
2. Demonstrate considerable knowledge of individuals, family and group dynamics and a range of intervention techniques, possess the ability to identify and obtain relevant resources (e.g. governmental and private organizations, and community).
3. Apply thorough knowledge of social work principles, techniques, and practices, to complex individual, families, and groups.

4. Exercise competent skill in establishing rapport by building a therapeutic alliance with the justice-involved client (offender/inmate?) and/or family.
5. Delivery of a planned model using best practices in addressing substance use disorders, mental illness, and co-occurring disorders to reduce recidivism.
6. Must display the ability to communicate effectively with service users, community providers, and other staff members. This position requires the individual to have excellent written and verbal communication skills. Must be able to easily interact positively with diverse people and constructively discuss their problems using an analytical approach.
7. Conduct on-going client assessments and evaluations.
8. Lead on-going individual and group therapy sessions and run preventative mental wellness classes.
9. Connect offenders to care-planning pending release and assist with aftercare follow-up of individuals after release.
10. Understand and follow current security procedures of the detention center and promote good safety practices while working in a correctional environment.
11. Must be able to accept constructive criticism and in an effort to produce effective delivery of program services. This involves working progressively and in a positive professional manner with offenders and staff.
12. Work within existing detention center rules, safe-guarding, risk-management and professional conduct guidelines with inmates confined in the facility and with other partnering agencies.
13. Utilize computerized data entry equipment and various word processing, spreadsheet and/or file maintenance programs to enter, store and/or retrieve information.
14. Must adhere to the social worker Code of Ethics (e.g. professional, respectful, uphold social justice, and safeguard issues related to confidentiality).
15. Perform all other related duties as assigned by the Sheriff or the designee of the Sheriff.

MINIMUM TRAINING AND EXPERIENCE

Bachelor's degree in, social work or social services field of study, with a minimum of 1 years paid experience in social work, counseling, advocacy, corrections, mental health/substance use/behavioral disorders, public health, or program development/implementation; or an equivalent combination of education, training and experience which provides the required knowledge, skills, and abilities outlined by the Council on Social Work Education.

SPECIAL REQUIREMENTS

Possession of a valid North Carolina driver's license.

Must be a Licensed Social Worker (LSW), Certified Substance Abuse Counselor (CSAC), or at minimum, already registered seeking to obtain licensure and/or certification.

Must possess, be eligible for, or actively in pursuit of an advanced graduate degree in a criminal justice, social work, or social services field of study at the time of hire.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of machinery, equipment, and tools including computers, typewriters, facsimile machines, etc. Requires the ability to exert up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary Work involves sitting most of the time, but may involve walking or standing for brief periods of time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristics (whether similar or divergent from obvious standards) of data, people or things.

Interpersonal Communication: Requires the ability of speaking and/or signaling people to convey or exchange information. Includes giving instructions, assignments or directions to subordinates or assistants and receiving instructions, assignments or directions from superiors.

Language Ability: Requires the ability to read a variety of reports, correspondence, legal documents, forms, calendars, procedures, manuals, etc. Requires the ability to prepare correspondence, reports, forms, legal documents, etc., using prescribed formats and conforming to all rules of punctuation, grammar, diction, and style. Requires the ability to speak to people with poise, voice control and confidence.

Intelligence: Requires the ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions; to interpret an extensive variety of technical instructions in mathematical or diagrammatical form; deal with several abstract and concrete variables.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages, including legal and law enforcement terminology.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width and shape.

Motor Coordination: Ability to coordinate hands and eyes rapidly and accurately using office equipment.

Manual Dexterity: Requires the ability to handle a variety of items such as office equipment. Must have minimal levels of eye/hand/foot coordination.

Color Discrimination: Does not require the ability to differentiate between colors and shades of color.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress, and in emergency situations.

Physical Communication: Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.) Must be able to communicate via telephone.