



SENIOR JUVENILE COUNSELOR

CLASS SUMMARY: To perform professional casework of a difficult and complex nature for potential, alleged or adjudicated juvenile offenders involving assessment, investigation, counseling, placement and supervision; to coordinate assigned programs within the Department of Youth Services; and to perform related duties as assigned.

CLASS CHARACTERISTICS: This is the advanced journey level class in the Juvenile Counselor series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees perform the most advanced and responsible types of duties assigned to classes within this series including the intake and initial assessment of juveniles brought or referred to the department, the assessment and investigation of youths appearing before Juvenile Court, and the counseling and supervision of youths on probation. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

SUPERVISION RECEIVED AND EXERCISED: Receives direction from designated staff. Exercises functional and technical supervision over professional or other designated staff.

TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)

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| 1. | Independently conducts intake, pre-hearing and post-hearing investigation of youths referred to the Department for violations of the law; conducts interviews with the youth; places juveniles in temporary living situations. |
| 2. | Diagnoses specific behavioral or emotional problems such as alcohol and drug dependency and refers to appropriate program; assesses need for psychiatric or medical evaluation. |
| 3. | Decides initial disposition of cases; collects diagnostic and historic information; refers youth to appropriate agency or resource; recommends alternative treatment; initiates and prepares treatment plans. |
| 4. | Independently develops a culturally competent and gender specific plan for each youth, and periodically evaluate its effectiveness. |
| 5. | Provides comprehensive family counseling and crisis intervention and comprehensive individual counseling for youths; provides instruction in basic skills such as job finding, communication, decision making, and goal planning. |
| 6. | Prepares assessment reports, petitions, conditional releases, summons, probation agreements and other relevant legal or court documents and makes recommendations to the courts. |

LANE COUNTY
Senior Juvenile Counselor (Continued)

7.	Arranges for space and transports admitted juveniles to detention facilities; accompanies youth to and from Detention, Court, home, placement facilities, schools, and appointments.
8.	Receives custody of youth from law enforcement and courts; preserves the security and safety of assigned areas; may physically restrain youth as needed; assists detained youth in coping with incarceration; devises and administers appropriate reinforcements and sanctions for positive behavior.
9.	Guides youth and their families through the court process; confers with parents; conducts home visits and evaluations.
10.	Supervises youth on case plans; monitors daily activities of juveniles including school attendance and performance, treatment compliance, community service work, restitution payment and other community activities.
11.	Facilitates and participates in treatment team assessments and case staffing; maintains accurate case records.
12.	Coordinates communication between the Department of Youth Services and the schools, multicultural service agencies, treatment facilities, medical personnel, Department of Human Services, parents and other agencies providing supervision or services for youths; collaborates to develop and monitor treatment and care programs.
13.	Coordinates and implements specific programs within assigned areas; oversees professional and support staff involved in programs; assesses and monitors participants of programs; writes and monitors grants.
14.	Provides guidance to other staff and outside professionals; serves as a mentor to other staff in department. Represents the agency on various committees; provides community education and makes public presentations.
15.	Develops and improves Evidence-Based programs for youth and provides Cognitive Behavioral Interventions; updates current department programs with Best Practice Information and interventions.
16.	Develops and maintains databases and networks of community programs, resources, and services.
17.	Trains and supervises students and volunteers.

Knowledge of (position requirements at entry):

- Comprehensive theories, methods and techniques used in individual or family counseling
- Behavior and adjustment problems in juveniles, and methods of treating them.
- Comprehensive principles and practices of psychology, social work, and case management as they relate to child and adolescent development, treatment and family structure.
- Advanced interviewing and assessment procedures and techniques, testing procedures and use of various diagnostic tools and intervention strategies.

LANE COUNTY
Senior Juvenile Counselor (Continued)

- Principles and Practices of social work and case management.
- Criminal law; juvenile law; juvenile court policies and procedures; confidentiality laws, and relevant state laws, rules and regulations.
- Statewide and local correctional and social service agencies and their programs, practices and procedures.
- Available community and multicultural resources.
- Evidence based programs for youth; best practices information, including knowledge on provision of culturally competent and gender specific services.

Ability to (position requirements at entry):

- Effectively deal with and counsel maladjusted youths and their families and gain their confidence and cooperation; teach basic life and self-help skills.
- Develop and evaluate complex treatment plans.
- Maintain accurate case or program records and prepare and present reports; prepare court reports or legal documents.
- Make articulate and informative courtroom presentations and make appropriate recommendations.
- Adapt to unexpected situations and crises and maintain discipline and orderly conduct.
- Work with and guide group efforts and team treatment approaches; train and oversee the work of other professional staff.
- Establish and maintain effective working relationships with those contacted in the course of work, including other professionals, community members and clients.
- Make accurate assessments of children's behavior and attitudes and choose appropriate courses of action based on this assessment.
- Gain cooperation through discussion and persuasion of people from various socio/economic backgrounds who may be hostile and/or aggressive or have emotional disorders.
- Communicate clearly and concisely, both orally and in writing.
- Work effectively with youth and families from diverse backgrounds.
- Provide effective functional/technical supervision over designated staff.

Training and Experience (positions in this class typically require):

Equivalent to a Bachelor's degree from an accredited college or university with major course work in social work. A Master's degree in social work or a related field is preferred. Three years of responsible social work involving work with juvenile offenders and the juvenile court system including some lead experience. An equivalent combination of experience and training that will demonstrate the required knowledge and abilities is qualifying.

Licensing Requirements (positions in this class may require):

Possession of a valid Oregon driver's license at the time of appointment, if required to drive. Depending on area of assignment, certification may be required for coordination of specialized program services.

NOTE: This position is represented by AFSCME Local 2831.

Classification History:

Deminimus changes approved by County Administrator and HR Manager 05/25/06.
FLSA Status: Exempt.