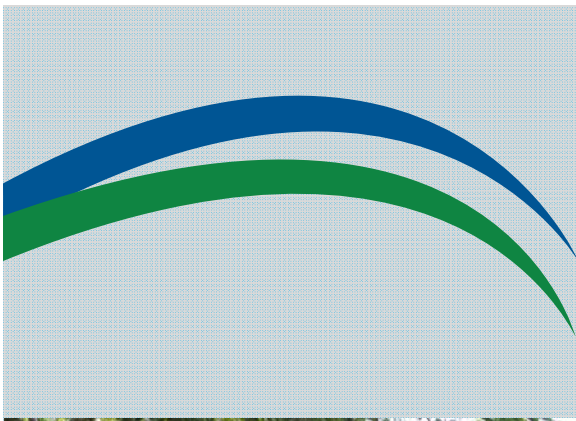


# Counselor

Aging and Family Services



**Dynamic Environment. Rewarding Careers.**



## The Organization

Fremont is a well-managed and innovative city! Located in the heart of the Bay Area and Silicon Valley, Fremont prides itself on innovation, clean technology and advanced manufacturing, a low crime rate, great schools, a low unemployment rate, quality parks, nearby open space, and an incredibly diverse population of over 235,000 residents. With its strong and diversified business base, Fremont is an important economic force in the region. The City strives to be an innovator in municipal government, with dynamic leadership provided by the City Council and City Manager.



## The Department

Fremont's Human Services Department is nationally and internationally recognized for its innovation and effective programs. The Department works to sustain the City's social service infrastructure which promotes a healthy and safe environment for all residents. The Department also directly offers services to residents throughout their life course from infants to elders. Services offered to families are designed to help them become or remain self-sufficient. The Aging and Family Services (AFS) Division is committed to meeting the needs of a growing senior population and providing a continuum of services to help elders remain independent, safe and in their own homes.

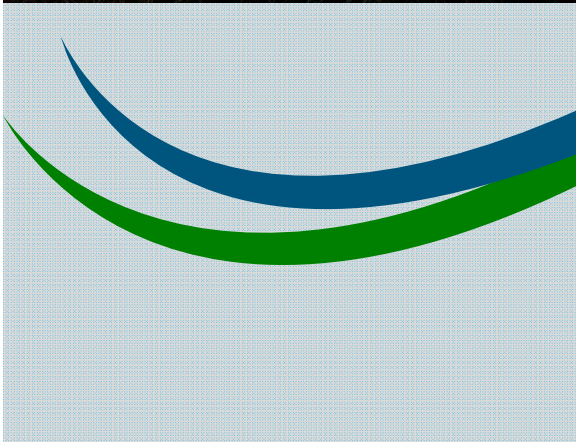
## The Position

This Counselor position is an integral member of the Senior Mobile Mental Health team offering outpatient mental health services to homebound elders in their place of residence. In collaboration with a clinical supervisor, psychiatrist, psychiatric nurse and AFS case managers, the Counselor will provide wrap around services to seniors and their families. The incumbent will interact with seniors and their families by conducting in-home assessments (DSM 5) and reassessments to develop thoughtful and creative care plans. In addition, the Counselor will provide counseling services to seniors with mental illness and guidance to family members caring for them.



## Examples of Responsibilities

- Receive and review requests for services.
- Conduct intake evaluations to determine type and severity of problems.
- Establish diagnostic and treatment plans.
- Interview clients, relatives and other involved persons to evaluate clients' needs and assess clients condition.
- Observe client behavior and modify treatment plan to incorporate new information and changing perceptions.
- Coordinate plan with staff, other agencies, institutions, private practitioners and law enforcement personnel.
- Perform individual, family and group counseling to enhance mental and emotional health, level of social functioning and independent living for children, adolescents, adults and older adults using a variety of therapeutic and counseling techniques.





## Minimum Qualifications

Any combination of education and experience which has provided the knowledge and abilities necessary to satisfactory job performance would be qualifying. A typical way to obtain the required knowledge and abilities would be:

**Education:** Master's degree in Psychology, Social Work, or a related field.

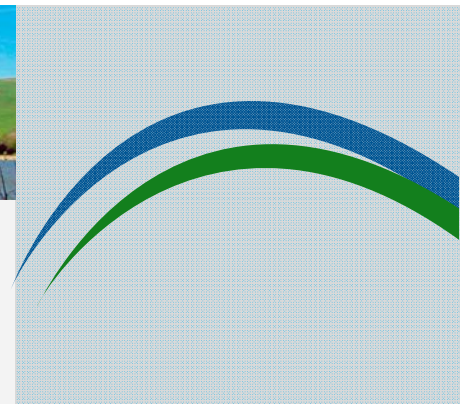
**Experience:** Two years of progressively responsible experience providing counseling services.

**Licenses/Certificates/Special Requirements:** The ideal candidate for the Senior Mobile Mental Health position will be a Licensed Clinical Social Worker or licensed psychologist, and have the ability to bill MediCal and MediCare.

This position requires the ability to travel independently within and outside of City limits.

### What We Are Looking For In A Candidate:

- The successful candidate will possess the following outstanding qualities:
- Display a positive customer service attitude
- Maintain effective working relationships with internal and external customers
- Exhibit skill in oral and written communication
- Creative problem solving techniques
- Display keen observation and evaluation skills of clients



## The Application & Selection Process

To be considered for this opportunity, apply [online](#).  
The application process requires the following:

- **Completed application**
- **Resume**
- **Supplemental questionnaire**

The process may include panel interviews, reference checks, fingerprint check, and other related components. Only those candidates who have the best combination of qualifications in relation to the requirements and duties of the position will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to participate in the process.

## Tentative Recruitment Schedule

**This position will remain open until filled.**

**Applications will be considered as they are received.**

**Oral Panel Interviews - TBD**

**Finalist Interviews - TBD**



## Reasonable Accommodation

Human Resources will make reasonable efforts in the examination process to accommodate persons with disabilities. Please advise Human Resources of any special needs with a minimum of five (5) days in advance of the selection process by contacting Human Resources at (510) 494-4660 or at [humanresources@fremont.gov](mailto:humanresources@fremont.gov). The City of Fremont is an Equal Opportunity Employer.

*The information contained herein is subject to change and does not constitute either an expressed or implied contract.*

## Compensation & Benefits

**Annual Salary Range – \$74,958 - \$91,104.** Placement within the range will be made depending upon the qualifications and experience of the selected candidate.

**The following generous benefits are provided:**

**Medical** – A variety of plans are offered through CalPERS.

**Dental** – Plans are offered through Delta Dental.

**Vision** – Plans are offered through VSP.

**Health Benefit Allowance** – The City contributes up to \$2,280 towards health benefit premiums (medical, dental and vision) and unused allowance up to \$580 is paid monthly to the employee.

**Retirement** – As defined by the Public Employees' Pension Reform Act of 2013 (PEPRA) and in the CalPERS retirement system:

- **Classic Members** will receive CalPERS retirement benefits under the 2% at age 60 plan.
- **New Members** will receive CalPERS retirement benefits under the 2% at age 62 plan.

## Deferred Compensation

- **Voluntary Plan Options** – The City offers two optional 457 plans for employee participation.

**Income Protection** – The City provides basic plan coverage for Life and Accidental Death and Dismemberment and Long Term Disability with additional coverage available for purchase by the employee.

**Flexible Benefit Plan** – Employees have the option to contribute tax-free income for medical premiums, healthcare reimbursement and dependent care reimbursement.

**Commuter Benefits (Parking and Transportation)** – Employees have the option to set aside money on a pre-tax basis to pay for work-related commuting and parking expenses.

**General Leave** – 192 hours per year

**Holidays** – 12 days paid and 1 floating holiday

A complete [benefits summary](#) can be viewed online.



**SUPPLEMENTAL QUESTIONNAIRE**  
**COUNSELOR (AGING AND FAMILY SERVICES)**

The selection process will consist of an evaluation of the applicant's education, training and work experience based on the application and responses to the supplemental questionnaire. Responses to the supplemental questionnaire must reflect the work experience that is included in the "Work Experience" section of the online application. Only those candidates whose backgrounds best match the position will be invited to proceed in the selection process. Additional phases of the selection process will consist of one or more interviews, one of which may include a practical/writing exercise.

**You will be prompted to respond to the following questions during the online application process:**

1. Please be specific in answering the Supplemental Questions as they will be used to evaluate which applications will be given further consideration in the process. Do not answer "see resume" or "see application" as these are not valid answers. Select "Yes" to reflect that you have read and understand this statement.
  - Yes
  - No
  
2. How many years of professional experience do you have providing counseling services (e.g. intake evaluations, establish diagnostic and treatment plans, observe client behavior and modify treatment plan accordingly)?
  - None
  - Less than 1 year
  - 1 year to less than 2 years
  - 2 years to less than 3 years
  - 3 years to less than 4 years
  - 4 years or more
  
3. What is your highest level of education?
  - Did not complete high school or equivalent
  - High school diploma or equivalent
  - Some college
  - Associate's degree
  - Bachelor's degree
  - Master's degree or higher
  
4. If you answered "Master's Degree or higher", in which field(s) did you receive your degree(s)?  

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5. Please indicate any professional licenses you possess currently.
  - MFCC or MFT
  - LCSW
  - Clinical Psychologist
  - None of the above
  
6. Describe your experience working with older adults and different ethnic and cultural groups.  

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**SUPPLEMENTAL QUESTIONNAIRE**  
**COUNSELOR (AGING AND FAMILY SERVICES)**

7. Describe your experience working under supervision, and in a collaborative team setting.

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8. Describe what modalities in client care that you prefer to use and why.

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9. Describe what types of charting processes you are familiar with (electronic health records; types of assessment and monitoring tools).

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10. Describe any experience you have supervising paraprofessionals or facilitating groups.

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