



THE COUNTY OF SUTTER

Invites Applications for

FORENSIC MENTAL HEALTH
SPECIALIST I

FINAL FILING DATE:

Open Until Filled

\$5,632 - \$6,897/Monthly

THE POSITION: Under general direction, provides specialized therapist services to the mentally disordered offender population in the criminal justice system, which may include the Conditional Release Program and interacts with and provides competency assessments and reports as required by the courts. ***The eligible list established from this recruitment may be used to fill any future opening(s) in this class for up to nine months.***

JOB DUTIES: Assumes program responsibility for planning and implementing treatment plans and activities for mentally disordered offender population in the criminal justice system, such as screening, assessment, referral, counseling, case documentation and management, home visits and other treatment services; coordinates such activities with other aspects of the department, with the Sheriff's Department, Probation Department and the Courts, with the Department of Corrections, State hospitals and with other departments and programs treating the mentally ill offender; provides direct clinical services in the jails and the Conditional Release Program; performs competency assessments and prepares reports as required for the Courts; supervises, trains and directs lower level professional and technical classes as assigned; provides case work review and therapy for individual clients and/or groups, including therapy for clients within family groups; participates in the evaluation of problems presented, recommendation of services needed, and development/implementation of treatment plans; confers with other staff members, psychiatrists, community agencies, courts, school officials, probation officers, and others to exchange information and implement treatment plans; provides education and training to clients, relatives, community organizations and others; refers patients or clients to appropriate community agencies; evaluates new techniques for dealing with emotional and environmental problems; supervises and performs preparation of social case histories with particular emphasis upon psychosocial factors affecting the patient or client; prepares and/or generates various correspondence and documentation; reviews various documentation and processes, forwards, or takes other action as appropriate; maintains departmental files and records; responds to requests for information or assistance; attends meetings, hearings and conferences; prepares and processes case information for mediation and fair hearing presentation; testifies in court as needed; represents the agency at judicial review hearings; makes presentations on patient detention and case planning; makes treatment recommendations; represents the agency to other community agencies; provides on-call coverage as needed; and other duties as assigned.

MINIMUM QUALIFICATIONS: The following are the minimum qualifications for this position. Possession of these qualifications does not ensure that an applicant will be interviewed. Applications will be reviewed in comparison with all other applications received.

Knowledge of: Problems, needs and treatment approaches of mentally disordered offenders; psychiatric terminology and how it relates to treatment; specific state mandates, guidelines and procedures necessary to serve the mentally disordered offender population; multi-disciplinary approach to treatment; use of medication in psychiatric treatment; laws (both Penal Code and Welfare Institutions Code) that pertain to the mentally disordered offender population; issues resulting from clients being in both the Criminal Justice and Behavioral Health systems at the same time; court policies and procedures in relation to mentally disordered cases; individual, group and family therapy techniques; analytical and assessment principles and practices; State hospital programs; criteria for placement in community or state hospital settings; community resources in the field of behavioral health; and new techniques, trends and advances applicable to this classification.

Ability to: Plan, coordinate and implement psychiatric treatment plans for mentally disordered offenders in the criminal justice system; screen and evaluate cases for referral to the Conditional Release Program; assure compliance with procedures; supervise, train and provide work direction to others; identify problems and evaluate alternatives; present information, recommendations, treatment plans and supporting documentation clearly and concisely; identify sources, seek and analyze information, and compile results; communicate effectively both orally and in writing; prepare clear, concise reports; establish and maintain effective working relationships with others; deal effectively with members of the general public from various socio-economic backgrounds; testify in court; work independently with little direction, meet schedules and time lines, work confidentially with discretion, maintain records, and prepare reports; operate standard office equipment; and operate a motor vehicle.

Education and Experience: Equivalent to graduation from an accredited college or university with a Master's Degree in social work, counseling, psychology, psychiatric nursing, or a related field and two years of post-graduate clinical or psychiatric social work experience. One year experience providing direct services to the mentally disordered offender client population, which may include the Conditional Release Program and other forensic mental health services, is desirable.

Special Requirements: *Essential duties require the following physical and work requirements:* Requires the ability to think and act quickly in emergencies; effectively deal with personal danger; maintain mental capacity which allows the capability of exercising sound judgment and rational thinking under varied circumstances. Requires mobility to perform jail and home visits and provide community outreach services. Requires the ability to exert a small amount of physical effort in sedentary to light work involving moving from one area of the office to another; must be able to operate a motor vehicle. ***May be required to pass a background investigation conducted by the Sheriff's Department, and be willing and able to accept assignment in a jail facility serving clients of various cultural, physical, behavioral and psychological profiles.***

License: Must possess a valid California driver's license. Some positions may require a current license as a Physician Assistant, Psychiatric Nurse Practitioner, Clinical Psychologist, Licensed Clinical Social Worker (LCSW), Marriage and Family Therapist (MFT) or Registered Nurse (RN).

The recruitment process for this position includes completing an application, participating in oral interview(s). Please notify the Human Resources Department prior to the final filing date for this position if you believe you have a disability, which would make it difficult to participate in any portion of the recruitment process, and would require reasonable accommodation. Sutter County reserves the right to require medical documentation concerning the need for accommodation. Offers of employment are contingent upon investigation of employment history, references, drug testing, medical review/exam and fingerprinting in addition to other appropriate requirements of the position.

NOTE: Sutter County utilizes E-Verify to confirm the eligibility of employees to work in the United States.

The County of Sutter is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodation to qualified individuals with disabilities. Sutter County encourages both incumbents and individuals who have been offered employment to discuss potential accommodations with the employer.

Revised 12/06/2018



SUTTER COUNTY HIGHLIGHTS

Sutter County is a major agricultural center located in Northern California approximately 50 miles north of the State Capitol, Sacramento. The County, bounded by the Sacramento and Feather Rivers, encompasses 608 square miles and provides easy access to the Lake Tahoe and San Francisco areas. Mountains and lakes offering unlimited recreational opportunities are abundant. Sutter County is a general-law county with a population of approximately 97,000 and includes two incorporated cities, Yuba City and Live Oak. There are 19 department heads and 900 positions with an annual budget of 241 million dollars.

HOW TO APPLY

Eligible applicants are **REQUIRED** apply online at

www.CalOpps.org

Applicants may also attach any additional information in resume form.

For additional information, please visit our website @ www.suttercounty.org

Or contact

Sutter County Human Resources

1160 Civic Center Boulevard, Suite B

Yuba City, CA 95993

Phone (530) 822-7113

FAX (530) 822-7191

E-mail hr@co.sutter.ca.us

TDD access through CA Relay Service: 1-800-735-2929

SELECTION PROCEDURE

The applications will first be reviewed for minimum qualifications. All applications meeting the minimum qualifications will be referred to a screening committee. Those candidates with the most directly related experience, education and training may be invited to a written, performance and/or oral examination. Up to ten ranks of the most outstanding candidates will be referred for final interview(s) with the appropriate department. Investigation of employment history and references may be conducted prior to appointment.

EMPLOYEE BENEFITS

Salary: New employees start at step one and after satisfactory performance during a probationary period, advance to the second step. There are five (5) annual Merit Steps. Merit steps six (6) and above may be awarded after additional years of service have been met and upon satisfactory performance.

<u>PERS Miscellaneous Retirement (NON-Safety)</u>				<u>PERS SAFETY Retirement (Law, Fire, Probation Officers)</u>	
Tier 1 Classic PERS Members	Hired @ Sutter County Up to 11-15-2011	2.7 @ 55	8% EE Share by EE	3 @ 50	9% EE Share by EE
Tier 2 Classic PERS Members	PERS Member from 11-16-11 to 12-31-2012	2 @ 60	7% EE Share by EE	2 @ 50	9% EE Share by EE
Tier 3 New PERS Members	PERS Member after 1-1-13 (PEPRA)	2 @ 62	6.25% EE Share by EE	2.7 @ 57	11.25% EE Share by EE
Note: The Tier formula eligibility above depends on PERS Rules and AB340, PEPRA Law. The County also participates in Social Security.					

Medical, Dental, Vision and Life Insurance: The County pays the major portion of health, dental, vision and life insurance for employee and dependent(s). Health, dental, vision, and life insurance become effective the first of the month following 30 days of employment. **Management** receives county-paid term life insurance of \$150,000.

Health Care Spending Account: Designated pretax contribution to pay for eligible health care expenses not covered by any insurance.

Dependent Care Spending Account: Designated pretax contribution used to pay for eligible dependent day care expenses.

Paid Leave Days: Depending on the classification in which employed, most employees receive eleven days **vacation** per year up to five years service; fifteen days up to ten years; seventeen days up to fifteen years; twenty days after fifteen years. Thirteen paid **holidays** per year. **Sick leave** accrues at the rate of twelve days per year. **Management** receives 13 days of paid Administrative Leave per year in addition to the other paid time off.

Disability Insurance: Sutter County participates in the State Disability Insurance Program.

Deferred Compensation: Employees may participate in deferred compensation plans. Also, most **New Hires** to Sutter County who enroll in a County-sponsored Deferred Compensation Plan, will receive twenty-five dollars (\$25.00) per pay period deposited into their account, eligibility date varies by Unit (Fire Unit not eligible and some Re-hires may not be eligible). **Employees will be advised of the eligibility requirements during New Employee Orientation.** **Management** may convert any unused Administrative Leave as taxable compensation or it may be converted to a deferred compensation plan.

Note: Offers of employment are contingent upon submission of documents verifying identity and authorization to work in accordance with the Immigration Reform and Control Act of 1986; successful completion of a preplacement medical review/examination; satisfactory driving record and proof of automobile insurance, if applicable, and other appropriate requirements of the position. Significant moving violations or lack of insurance may be cause for disciplinary action up to and including dismissal.

E-Verify: This position requires new hire employment verification to be processed through the E-Verify program administered by the Department of Homeland Security, U.S. Citizenship and Immigration Services (DHSUSCIS)' in partnership with the Social Security Administration (SSA).

The above information is general in nature and does not constitute an expressed or implied contract. Employee benefits may vary with different employee bargaining units.

Sutter County is required by law to make available certain public records, including employee names, titles, and compensation, as a result of a 2007 California Supreme Court decision. Therefore, be advised that unless an employee can demonstrate the necessity of having this public information withheld, based upon specific, verifiable safety and/or security reasons, this information will be released to the public upon demand.

The County of Sutter does not discriminate on the basis of race, color, religious creed, sex, marital status, age, national origin, medical condition (cancer or genetic characteristics/information), mental or physical disability (including AIDS or HIV), ancestry, sexual orientation, gender identity, gender expression, military and veteran status, pregnancy, childbirth and related medical conditions, or any other classification protected by federal, state or local laws or ordinance.