



JOB DESCRIPTION

JOB TITLE: Juvenile Services Psychologist

JOB CODE: 3600

DEPARTMENT: District Courts/Juvenile Probation

FLSA STATUS: Exempt

REPORTS TO: Chief Juvenile Probation Officer

SUMMARY OF JOB PURPOSE

Performs professional psychological services in accordance with license requirements of the State of Nevada Board of Psychological Examiners. Provides psychological testing, evaluation, psychotherapy, counseling, and consultation to clients in residential, inpatient, and outpatient settings.

ESSENTIAL FUNCTIONS

1. Administers, scores and interprets a variety of diagnostic and projective tests in order to evaluate and diagnose clients; writes comprehensive psychological reports to include test results, clinical observations, findings and recommendations; documents services provided to clients and their families.
2. Provides crisis intervention services; de-escalates clients who are hostile, combative, or physically aggressive following established agency policies; refers clients to community resources or other agencies; arranges for residential or inpatient admissions as necessary.
3. Participates in treatment team meetings to discuss the status and progress of clients and recommend specific courses of treatment; provides individual, family and group therapy and substance abuse counseling utilizing a variety of psychotherapeutic techniques.
4. Reviews psychosocial assessments written by other clinicians to monitor and evaluate treatment effectiveness; determines eligibility for program services or benefits applying the appropriate laws and regulations; consults with treating clinicians; ensures service delivery goals are met and documentation is completed according to policy and applicable regulations, grant, or accreditation requirements.
5. Records information necessary to bill for services and recommend third party payments as appropriate.
6. Provides oral and written court testimony as a witness regarding the mental status of clients and evaluation findings.
7. Plans, develops and coordinates program services to meet the needs of the population served; participates in committees and activities in developing service delivery needs assessments and evaluations, policies and procedures; assists in writing and administering grants; develops and conducts presentations or training programs for clients, families, community groups and staff as assigned.
8. Maintains accurate records, case notes, files and other documentation; contributes to the efficiency and effectiveness of the department's service to its customers by offering suggestions and directing or participating as an active member of a work team.

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.



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9. Uses standard office equipment, including a computer, in the course of the work; drives a personal or County motor vehicle to various in-home and community agency sites and responds to emergency situations.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

Current licensure as a Psychologist in the State of Nevada and four (4) years of post-doctoral experience in providing psychological services to children, adolescents, and families in an inpatient, outpatient, or residential setting.

LANGUAGE SKILLS

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents; write speeches and articles for publication that conform to prescribed style and format; effectively present information to management, public groups, and/or County Commissioners.

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as probability and statistical inference; ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw conclusions; interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

OTHER KNOWLEDGE, SKILLS, & ABILITIES

Detailed knowledge of American Psychological Association Code of Ethics and State laws and regulations related to the practice of psychology; theories, principles and practices of psychological testing and interpretation of test results; types, etiology and treatment of mental disorders; clinical assessment methods; detailed therapeutic principles and techniques used in providing psychological services to clients with mental illness, mental retardation and related disabilities; normal and abnormal human behavior and development; educational and learning disorders; client rights and confidentiality of information; psychopharmacology, including desired effects of medication, common side effects, and drug interactions; crisis intervention techniques; State and federal regulations for mental health, mental retardation; community and agency resources; techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone, often where relations may be confrontational or strained.

Skill in developing programs to meet needs of clients and department; resolving clinical issues resulting from conflicting policies or regulations; providing administrative and clinical supervision to other professionals, clinicians, interns and support staff; implementing clinical review systems; administering, scoring and interpreting psychological tests; communicating test results in written and oral form; diagnosing mental illness, mental retardation and related disabilities; assessing client

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behavior and developing goals for therapy; facilitating therapeutic individual, group, and family counseling sessions; providing effective intervention, case management and counseling; interpreting, applying and explaining applicable laws, codes and regulations; maintaining accurate case records and preparing accurate and timely reports; using initiative and independent judgment within established procedural guidelines; preparing clear and concise reports, correspondence and other written materials; using tact, discretion and prudence in dealing with children and families contacted in the course of the work; dealing successfully with a variety of individuals from various socio-economic, ethnic and cultural backgrounds, in person and over the telephone, often where relations may be confrontational or strained.

CERTIFICATES, LICENSES, REGISTRATIONS

Licensure as a Psychologist in the State of Nevada; Valid Class C Nevada Driver's License at time of appointment.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, and drive; use hands to finger, handle, or feel; reach with hands and arms; talk and hear. The employee occasionally is required to climb, balance and stoop, kneel, crouch, or crawl and must frequently lift and/or carry up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORKING ENVIRONMENT

Position is salaried and requires a 40-hour work week scheduled between the Douglas County Juvenile Probation Department, China Springs/Aurora Pines Camps, Douglas County Juvenile Detention Center, and Western Nevada Regional Youth Center. Job may require extended shifts or be called back on a 24-hour basis in crisis situations.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____

DATE: _____

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