

**TWENTY-SECOND JUDICIAL CIRCUIT OF MISSOURI
FAMILY COURT - JUVENILE DIVISION
920 N. Vandeventer
St. Louis, MO 63108
January 13, 2017**

JOB OPENING

TITLE: CLINICAL SERVICE ADVOCATE – Funded by the Mental Health Board

QUALIFICATIONS: Must possess a Master’s degree in clinical social work or related field. Degree must be from a school accredited in the chosen field. Prefer two years of experience in the provision of mental health services in a social service setting or a related field. Licensure in Missouri as a clinical social worker is preferred. Must be at least 21 years of age.

DUTIES: Under day to day supervision of the Psychological Services Unit. The Clinical Service Advocate, preferably a Licensed Clinical Social Worker/Masters in Social Work position, will interact with juveniles who enter the Detention Center. The individual is responsible for assessing the mental health needs and/or behavior needs of juveniles in Detention and providing services to meet those needs through provision of brief direct services or the coordination of services delivered by others in the Psychological Services Unit and Medical Unit. In addition, the Clinical Service Advocate will provide linkage and referral services to assist with transition of the youth back to the home or community. The position is designed to provide maximum coverage and is predominantly scheduled on early evenings and weekends. Requires performing regular duties in a secure institutional setting subject to constant video surveillance for purposes of security and the welfare of the detained youth.

Starting Salary: \$38,591 – **Funded by the Mental Health Board**

Salary Range: \$38, 591 – \$57,823

CLOSING DATE: For full consideration please submit resume by Monday, February 14, 2017 – 5:00 p.m., **however resumes will be accepted until position filled.**

SEND RESUME AND ACADEMIC TRANSCRIPT WITH COVER LETTER

COVER LETTER: Cover letter must include applicant’s daytime phone number along with expression of interest in this position as well as a description of educational and experience qualifications that make him/her a good fit for this position.

SEND TO: Family Court Juvenile Division – CSA Position
920 N. Vandeventer Ave.
St. Louis, MO 63108

**EOE
NO PHONE CALLS**

See detailed description below

JOB DESCRIPTION

DEPARTMENT: Special Services

CLASS TITLE: Clinical Service Advocate (Grant Funded)

CLASS DEFINITION: Under day to day supervision of the Psychological Services Unit. The Clinical Service Advocate, preferably a Licensed Clinical Social Worker/Masters in Social Work position, will interact with juveniles who enter the Detention Center. The individual is responsible for assessing the mental health needs and/or behavior needs of juveniles in Detention and providing services to meet those needs through provision of brief direct services or the coordination of services delivered by others in the Psychological Services Unit and Medical Unit. In addition, the Clinical Service Advocate will provide linkage and referral services to assist with transition of the youth back to the home or community. The position is designed to provide maximum coverage and is predominantly scheduled on early evenings and weekends. Requires performing regular duties in a secure institutional setting subject to constant video surveillance for purposes of security and the welfare of the detained youth.

EXAMPLES OF ESSENTIAL DUTIES:

- * Administer a standardized brief screening instrument to assess emotional and behavioral problems of juveniles entering the Detention Center. The current instrument is the Massachusetts Youth Screening Instrument -2nd Edition (MAYSI-2).
- * Communicate mental health screening results when necessary in order to maintain safety of detained juveniles.
- * Provide crisis management services for juveniles as needed.
- * Confers with Detention Training and Case Coordinator to assure clinical services are provided to youth
- * Regular and prompt attendance is considered an essential function of this position and will require evening and a weekend work schedule.
- * Work with Detention staff to develop management plans for youth who display significant behavior problems.
- * Provide brief counseling and follow-up for detained juveniles in need of mental health services and coordinate with the Psychological Services Unit, Medical Unit and Detention staff to provide such services to youth with more severe mental health needs.
- * Coordinate and participate in youths' behavioral staffing's.
- * Develop relationships with community-based providers in order to facilitate

appropriate services for youth.

- * Coordinate both community-based and internal (Psychological Services, Medical Unit and Detention staff) resources to provide mental health services to juveniles during their stay and as they transition back into the community.
- * Coordinate transitional services with youth, parent, DJO and/or Division of Youth Services Coordinator.
- * Maintain logs, spreadsheets and other documentation related to detained youth as required by procedure or the Juvenile Detention Alternatives Initiative.
- * Other Duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES: Well-developed clinical interviewing skills that will be used in the clinical assessment of mental health issues as they pertain to detained juveniles. Requires excellent written and oral communication skills and the ability to interact comfortably with court and detention personnel responsible for the daily care of detained juveniles. The ability to provide brief clinical intervention for youth detained in a secure juvenile facility. Requires knowledge of community mental health resources and familiarity with the state of Missouri Medicaid system. Must have the ability to coordinate with the Psychological Services, Medical Unit and/or Detention staff regarding the provision of services to youth with more severe emotional needs. Working knowledge of the Juvenile Code and Missouri Supreme Court Rules as they pertain to Detention. Working knowledge of computer software including Microsoft Office. Ability to use the Judicial Information System (JIS). Ability to coordinate with community agencies and staff who may provide training.

MINIMUM QUALIFICATIONS AND REQUIREMENTS:

Must possess a Master's degree in clinical social work or related field. Degree must be from a school accredited in the chosen field. Prefer two years of experience in the provision of mental health services in a social service setting or a related field. Licensure in Missouri as a clinical social worker is preferred. Must be at least 21 years of age.

October 2015