



Montgomery County Juvenile Court

Judge Helen Wallace
Judge Julie Bruns
Court Administrator Eric Shafer



Job Title: Treatment Specialist

Department: CAS

Posting Closing: Until Filled

Position Location: 333 Access Rd New Lebanon, OH 45345

Job Type: Full-time

Salary: \$22.60/hr

Shift: 2nd Shift; 11am – 7pm M-F

BENEFITS

Insurance: Comprehensive Health, Dental, and Vision Insurance; \$60,000 in basic life and AD&D coverage;

Paid Time Off: Paid Vacation, Sick Leave and Personal Leave;

Retirement: Employer contribution to the Ohio Public Employees Retirement System (OPERS); Voluntary Deferred Compensation Plans offered.

Other: Tuition Reimbursement

DISTINGUISHING JOB CHARACTERISTICS

An employee assigned to this classification demonstrates competency in cognitive behavior theories, group facilitation and development/implementation of CBT groups. The employee serves as a department and a Court resource in this area. This position will utilize a curriculum intervention to address and improve motivation to change, anger management, social skills, decision-making, and strengthening families. This Specialist will administer multi-modality, psycho educational intervention designed to alter the behavior of chronically aggressive adolescents in a Community Correctional Facility (CCF). Employee may occasionally have to travel out of state, and will respond to emergency situations while in the facility and/or during off-hours.

“In this position, you are an At-Will Employee serving at the pleasure of the Administrative Judge.”

QUALIFICATIONS

High school diploma required. Bachelor’s Degree Preferred. With three years’ experience working with at-risk-youth. General knowledge of behavior theories and treatment models appropriate to a delinquent population. Knowledge of safety and security practices within a Community Correctional Facility (CCF).

Ability to document identity and employment eligibility within three (3) days of original appointment as a condition of employment in compliance with Immigration Reform and Control Act requirements.

Interested candidates may apply online at <http://www.mcjcoho.org/job-openings/>

Human Resources, Montgomery County Juvenile Court, 380 W. Second Street, Dayton, OH 45422

Contact Info: hr@mcjcoho.org

AN EQUAL OPPORTUNITY EMPLOYER

POSITION DESCRIPTION

Montgomery County Common Pleas Court

Juvenile Division

CLASSIFICATION TITLE: Treatment Specialist

FLSA STATUS	Exempt	EMPLOYMENT STATUS	Full-time
WORK SCHEDULE	40 hours per week	DEPARTMENT	Center for Adolescent Services
PAY GRADE	A16	REPORTS TO	Family Specialist Supervisor

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ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to satisfactorily perform each essential duty listed below. Reasonable accommodations will be made for disabled persons, covered by the Americans with Disabilities Act, in accordance with its requirements.

Performs group facilitation responsibilities and demonstrates competency in specialized areas. Implement and facilitate groups in the following curriculums: Core Youth Behavioral Interventions, Anger Replacement Training, Trauma-Informed Care, Making Proud Choices, Advanced Practices, CBT AoD and other curriculum as identified.

Meets regularly with groups of youth to facilitate positive behavior responses and addresses individual group member's needs by implementing treatment strategies that are designed to improve choices made by youth and to instill accountability for their actions.

Demonstrates practical skills in fulfilling the role of skills model, skills coach, and skills facilitator while increasing the overall interpersonal skills of youth.

Communicates with residents exhibiting behavioral problems, interpersonal conflicts, and non-compliance with rules; and redirects behavior, de-escalates situations, and describes possible consequences.

Mentors and acts as role model of appropriate behavior, attitude, ethics, and morals.

Attends and participates in treatment team meetings, and reports on observed youth behaviors, participation levels, and progress toward treatment plan objectives.

Develop and maintain positive peer culture between and amongst youth.

Possess organizational skills in conducting evaluation of programming.

Basic data collection procedures that enable validation of the program in relation to outcomes, as well as, the measurement of effect upon participants.

Deliver pre/post tests to all group participants.

Maintains, analyzes, and disseminates youth performance measures for each youth, each individual group, and collective groups.

Serves as a resource for CAS and Court personnel regarding group curriculums and each youth's treatment progress.

Utilizes volunteers, college interns, and Court personnel to supplement treatment programming.

Develops training modules and serves as a trainer for in-house personnel.

Attends and participates in in-service training sessions, workshops, and staff meetings.

Develops and maintains trusting relationships with assigned youth. Encourages youth in various recreational, cultural, educational and therapeutic activities designed to enhance self-esteem, growth, and decision making skills.

Establishes and maintains effective relationships with internal court programs, social service agencies and community resources while making referrals when appropriate..

OTHER DUTIES AND RESPONSIBILITIES

Makes speaking engagements and represents court on committees.

SCOPE OF SUPERVISION

Supervision of juveniles.

EQUIPMENT OPERATED

Vehicles; computers; copier, fax machine, telephone, calculator, and other general office equipment; dictating machines; handcuffs & shackles; cell phones; pagers; television; VCR; overhead projector.

CONTACTS WITH OTHERS

Juveniles; parents, families and guardians; Attorneys; school officials, teachers, counselors and staff; community social service and treatment providers; Judges; Bailiffs; Children's Services; Department of Human Services; Universities, Community Volunteer Networks, Specific Treatment providers relevant to specialization, general public.

CONFIDENTIAL DATA

Juvenile records and files including psychological, mental health and chemical dependency evaluations; case jackets; treatment assessments; agency information; police records [child/parents]; medical reports; personal information; financial information; birth certificate; social security number; probation/parole records; urinalysis results.

WORKING CONDITIONS

Good working conditions in an office setting. Possibility of exposure to hepatitis and bloodborne disease from contacts with juveniles and urinalysis samples. Possible exposure to risk of injury from physical assault. Occasional exposure to inclement weather.

USUAL PHYSICAL DEMANDS

The following physical demands are typically exhibited by position incumbents performing this job's essential duties and responsibilities. These physical demands are not, and should not be construed to be job qualification standards, but are illustrated to help the employer, employee and/or applicant identify tasks where reasonable accommodations may need to be made when an otherwise qualified person is unable to perform the job's essential duties because of an ADA disability.

While performing duties of this job, the employee frequently sits for extended periods of time, and occasionally stands and walks. Job can involve operating and sitting in a vehicle for periods of time. Employee converses verbally with others in person and by telephone. Vision demands includes normal vision requirements but can include occasional viewing of computer screen requiring close focus.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: working with at-risk-youth in a Community Correctional Facility; cognitive behavior modification; development and implementation of CBT groups with a focus on behavior modification, drugs, alcohol, gender specific, sex offender, mental health, learning disabled or other specialized area; must have a demonstrated level of competency with Juvenile Court system, procedure and processes; counseling; social work; corrections; Ohio Revised Code as it pertains to probation functions; criminal justice system; universal precautions for control of bloodborne pathogens; programming and community resources; family structure and issues

Ability to: demonstrate competency as Treatment Specialist; maintain good public relations as Court representative; establish and maintain effective work relationships with associates and job contacts; establish rapport with juveniles and family members of various social and economic backgrounds; perform under stress when confronted with emergency, critical, unusual or dangerous situations; work with resistant clients; maintain confidentiality of confidential and sensitive information; establish caseload priorities.

Skill in: conducting CBT groups, job training and coaching; immediate assessment; interviewing juveniles, family members and others; listening; crisis mediation; completing statistical and essay reports; data input; operation of computer; application of job software programs; physical control/restraint of juveniles; analyzing data and preparing behavior modification programs.

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LICENSURE OR CERTIFICATION REQUIREMENTS

State Motor Vehicle Operator's License. Specialized field may require licensure or certification.

This job description in no manner states or implies that these are the only duties and responsibilities to be performed by the employee filling this position, who will be required to follow instructions and perform any duties required by the employee's supervisor or designee.

I have read the above job description and fully understand my responsibilities.

Employee Signature: _____

Date: _____