

PSYCHIATRIC SOCIAL WORKER / TRAINEE

GENERAL STATEMENT OF DUTIES: Performs professional psychiatric social work services in the operations of the Herkimer County Mental Health Department.

DISTINGUISHING FEATURES OF THE CLASS: Work of this class involves responsibility for the provision of professional psychiatric social work services to patients at a mental health and/or alcoholism/substance abuse center or psychiatric out-patient clinic, therapeutic activities, consultation, and other services related to the agency's programs. Work is performed in accordance with established rules, regulations, and the standard practices of the profession with considerable latitude for the exercise of independent professional judgment in individual cases. General supervision is received from the Director, who reviews work through conferences and staff meetings.

ILLUSTRATIVE EXAMPLES OF WORK:

- Provides therapeutic, and consultative services to individuals, couples and families involving varied diagnostic categories and treatment modalities;
- Participates as a team member in program planning and treatment planning for individual cases;
- Acts as co-leader of therapist in a variety of therapeutic activities;
- Participates in the planning and implementation of education and training programs;
- Acts as a consultant to schools, social service agencies, health-related organizations, probation personnel, and other groups and agencies;
- Participates in the preparation of, and maintains, required reports, case records, and similar documentation;
- Performs related work as required.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:

Considerable knowledge of the principles, methods, procedures, techniques, and practices of psychiatric social work. Considerable knowledge of the functioning of psychiatric out-patient clinics, and of community resources as they relate to the care and treatment of the mentally ill. Ability to participate in the formulation of effective treatment plans. Ability to establish, maintain, and terminate a therapeutic relationship with patients. Ability to communicate effectively, orally and in writing. Ability to establish and maintain effective working relationships with others. Ability to maintain records and prepare reports.

ACCEPTABLE TRAINING AND EXPERIENCE:

Completion of an approved graduate program in a school of social work and two years of subsequent experience in psychiatric social work or counseling in a mental health, alcoholism/substance abuse or related setting.

This position may be designated as a trainee position, whereby a candidate who has completed an approved graduate program in a school of social work may receive a permanent appointment as a Psychiatric social Worker upon satisfactory completion of one year of service as a trainee under the supervision of fully credentialed staff of the agency.

NECESSARY SPECIAL REQUIREMENTS:

Eligibility for examination for certification as a Psychiatric Social Worker by the State of New York Department of Education. Failure to qualify in the examination will prohibit further employment in this position.

Competitive Class

Amended 11/25/95 Personnel Officer