

REHABILITATION COUNSELOR III

DISTINGUISHING FEATURES OF THE CLASS: This is professional work of a complex nature involving a responsibility for overseeing and participating in individual and group counseling, vocational evaluation, test administration and interpretation and social program supervision for clients of the Department of Mental Health. The work may involve the supervision of a mental health program. The work is performed under the general direction of a higher level mental health professional and supervision is exercised over a number of professional, technical, clerical and volunteer staff. Does related work as required.

TYPICAL WORK ACTIVITIES:

Directs comprehensive rehabilitation treatment/outpatient programs for individuals who have been diagnosed with serious and persistent mental illness;
Supervises professional and other staff to ensure the delivery of appropriate services to clients;
Provides direct services to families and coordinates treatment among family members, including treatment planning, individual psychotherapy, marital and parental counseling;
Performs crisis intervention counseling;
Screens applications and assists staff in case reviews;
Assists in the preparation of in-service training programs and instructs staff on new procedures and clinical issues;
Meets with Program Supervisor to review clinical and administrative practices and new procedures;
Conducts intake meetings with medical and professional staff to discuss new clients, review treatment plans and assign cases;
Reviews case records to assure compliance with regulations of State and regulatory agencies;
Acts as liaison between the Department of Mental Health, clients, group homes and community groups to discuss and coordinate programs and services;
Attends training seminars and professional meetings;
Assists in the preparation of various reports;
Assumes overall administrative, supervisory and clinical responsibilities in the absence of the Program Supervisor.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the principles and practices of rehabilitation counseling; thorough knowledge of the theories of personality and human behavior especially where applicable in recommending rehabilitative treatment and therapy; thorough knowledge of the principles of supervision; good knowledge of psychological testing, research and evaluation procedures, and methods of individual analysis; good knowledge of mental, physical or psychological disabilities amenable to constructive rehabilitation services; good knowledge of the techniques of obtaining and disseminating occupational and educational information; ability to communicate effectively with others, both orally and in writing.

(over)

MINIMUM QUALIFICATIONS:

1. A Master's degree or higher in Rehabilitation Counseling, and three (3) years of post Master's degree experience in rehabilitation counseling, one (1) year of which must have been in a supervisory capacity involving supervision of professional staff; or
2. Master's degree in Counseling, Educational and Vocational Guidance, Clinical Psychology or comparable curriculum and three (3) years of post-Master's degree experience in vocational, rehabilitation or guidance counseling in a rehabilitation setting, one (1) year of which must have been in a supervisory capacity involving supervision of professional staff; or
3. Any equivalent combination of the above education and experience.

PROMOTION: One (1) year of permanent status as a Rehabilitation Counselor II.