

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 12/06/17

CLOSING DATE: 12/13/17 (4:30 PM)

SCDC INTERNAL TITLE: CLINICAL COUNSELOR SCDC POSITION #: 013252
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM
LOCATION: TURBEVILLE CORRECTIONAL INSTITUTION, TURBEVILLE (CLARENDON) LEVEL 2

STATE JOB TITLE: HUMAN SERVICES SPEC II STATE JOB CLASS: GA40
PAY BAND/LEVEL: 04 E
BAND: 04 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 031575 - \$ 040753 SCEIS POSITION #: 61021957

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND RELEVANT PROGRAM EXPERIENCE. A
BACHELOR'S DEGREE MAY BE SUBSTITUTED FOR THE REQUIRED
PROGRAM EXPERIENCE.
A BACHELOR'S DEGREE AND ONE (1) YEAR RELEVANT PROGRAM EXPERIENCE.

DESCRIPTION OF DUTIES:

PROVIDE INDIVIDUAL AND GROUP COUNSELING, CONDUCT PROGRAM-SPECIFIC
EDUCATIONAL/DIDACTIC LECTURES, PROVIDE CASE MANAGEMENT SERVICES ON
BEHALF OF THE CLIENT, CONDUCT DRUG TESTING AS REQUIRED, PROVIDE
DISCHARGE/AFTERCARE PLANNING REFERRAL SERVICES FOR SUCCESSFUL
COMMUNITY REINTEGRATION (EMPLOYMENT, VOC REHAB, HOUSING, ETC.)
COMPLETE CLINICAL ASSESSMENTS TO DETERMINE COURSE OF ACTION AND TO
PLAN TREATMENT & EVALUATE ONGOING PROGRESS OF PROGRAM PARTICIPANTS.
DEVELOP & IMPLEMENT TREATMENT PLANS IN COLLABORATION WITH CLIENT,
OUTLINING DESIRED TREATMENT OUTCOMES & INTERVENTION STRATEGIES.
MAINTAIN CLINICAL DOCUMENTATION OF ALL SERVICES PROVIDED & CLIENT
CONTRACTS MADE FROM INTAKE TO DISCHARGE. ENSURE CONFIDENTIALITY
& CLIENT'S RIGHTS. PARTICIPATE ON A MULTI-DISCIPLINARY TREATMENT
TEAM FOR THE PURPOSES OF PROGRAM EVAL. DEVELOPMENT, CASE MANAGEMENT
CONSULTATION. PARTICIPATE IN STAFF MEETINGS & ATTEND TRAINING
AS REQUIRED. COMPLETE ASSIGNED MONTHLY REPORTS & SUBMIT AS REQUIRED.

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING