

SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 08/10/17

CLOSING DATE: 08/17/17 (4:30 PM)

SCDC INTERNAL TITLE: CCC I SCDC POSITION #: 011716
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 03 WORK TIME: 0300 PM - 1100 PM
LOCATION: MENTAL HEALTH, COLUMBIA (RICHLAND)

STATE JOB TITLE: HUMAN SERVICES SPEC II STATE JOB CLASS: GA40
PAY BAND/LEVEL: 04 A
BAND: 04 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: \$ 026988 - \$ 034866 SCEIS POSITION #: 61022914

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; OR AN ASSOCIATE DEGREE IN THE SOCIAL SCIENCE
FIELD AND TWO (2) YEARS EXPERIENCE IN A CORRECTIONAL OR MENTAL
HEALTH SETTING.

DESCRIPTION OF DUTIES:

ASSISTS AND INSTRUCTS CLIENTS IN DAILY LIVING AND LIFE SKILLS
ACTIVITIES, (I.E., INTERPERSONAL SKILLS, PERSONAL HYGIENE) AND ASSURES
MINIMUM STANDARDS OF REQUIRED CARE ARE PROVIDED. PROVIDES FEEDBACK
REGARDING CLIENTS' MEDICAL/EMOTIONAL PROGRESS TO STAFF MEMBERS OF
OTHER DISCIPLINES. INITIATES CRISIS INTERVENTION TECHNIQUES WHEN
APPROPRIATE AND MAINTAINS SUICIDAL WATCHES. PREPARES DETAILED
DESCRIPTIVE REPORTS AS THEY RELATE TO UNIT OPERATION AND CLIENTS'
WELL BEING. MAINTAINS A CONSTANT ALERTNESS TO CONDITIONS WHICH MAY
ENDANGER THE SAFETY AND SECURITY OF THE FACILITY, STAFF AND INMATES.
THIS POSITION WILL COVER THE 3:00 PM - 11:00 PM SHIFT; HOWEVER,
HOURS ARE SUBJECT TO FLUCTUATE AS NEEDED.

*** FILLING POSITION # 011811 AND # 011716 FROM THIS ANNOUNCEMENT. ***

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING
FILLING 2 POSITIONS FROM THIS ANNOUNCEMENT.