

POLICE SOCIAL SERVICES PRACTITIONER

DEFINITION

To perform a variety of duties related to social services and counseling programs/operations within the Police Department.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from management staff.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Perform field work to proactively serve the homeless, mentally ill adults, youth and elderly; participate in homeless count efforts.

Serve as a liaison with law enforcement, school officials, social service agencies, and the general public regarding difficult and/or complex situations related to mental health and social services.

Compile and prepare reports and documentation on clinical activities; maintain records; prepare periodic reports.

Identify emerging trends related to crimes and issues; develop and implement prevention and intervention program approaches; provide community education on current procedures and practices related to mental health, crimes, prevention and intervention strategies.

Provide clinical assessment and counseling/treatment efforts and make referrals of individuals and/or family members to available services; provide short term counseling to staff, citizens or others.

Serve as a liaison with law enforcement, school officials, social service agencies, and the general public regarding difficult and/or complex situations related to mental health and social services.

Provide support and guidance to law enforcement staff concerning victim advocacy, juvenile and adult crime, domestic violence, chemical dependency, and other services as needed.

Represent function on committees, outside organizations and at staff subcommittees; coordinate community service activities with other Police Department divisions, other City departments, and outside agencies, as appropriate.

Make presentations to the City Council, community groups and outside agencies.

Answer questions and provide information to the public.

Police Social Services Practitioner

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Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Principles and practices of clinical social work, especially as related to family system counseling and victim advocacy.

Community oriented policing and intervention programs, support group facilitation practices, and availability of community social services resources.

Methods of sound case management and tracking.

Pertinent local, State and Federal laws, ordinances and rules.

Modern office procedures, methods and personal computer use.

Ability to:

Independently perform professional social services and counseling to the community.

On a continuous basis, know and understand all aspects of the job; intermittently analyze work papers, reports and special projects; identify and interpret technical and numerical information; observe and problem solve legal and clinical policy and procedures in accordance with state laws.

Intermittently, sit at a desk while studying or preparing reports; intermittently twist to reach equipment surrounding desk; stand, walk, balance bend while performing field duties; perform simple grasping and fine manipulation; use telephone, and write or use a keyboard to communicate through written means; and lift or carry weight of 10 pounds or less.

Interpret and explain pertinent youth and family service program activities and department policies and procedures.

Work evenings and/or weekends.

Establish and maintain effective working relationships with those contacted in the course of work.

Use a personal computer with proficiency and familiarity.

Communicate clearly and concisely, both orally and in writing.

Experience and Training

Experience:

Two years post graduate experience working in the social work or counseling field with strong emphasis on social services, resources and referrals using a collaborative and community framework.

AND

Training:

A Master's degree from an accredited college or university with major course work in social work, psychology, counseling or a related field.

License or Certificate:

Possession of a valid California driver's license by date of appointment.

Possession of a valid professional mental health therapy license issued by the State of California, such as Licensed Clinical Social Worker (LCSW), Marriage and Family Therapist (LMFT), Associate Social Worker License (ASW), Intern Marriage Family Therapist (IMFT) or Clinical Psychologist is preferred.

Must obtain CPR and First Aid certificates within first 12 months of employment.