

**All applicants must complete an application to be considered - those submitting resumes only will not be considered.**



**Circuit Court Of Jackson County, Missouri**

**Vacant Position**

**Date: 07/25/2019**

**Posting No.: 2019148**

**REPOSTED**

<b>Position Title:</b>	<b>Counselor</b>	<b>Position No.:</b>	<b>9053</b>
<b>Department:</b>	<b>Residential Services - Hilltop - Program Team</b>		
<b>Work Location:</b>	<b>301 NW Gregory Boulevard - Lee's Summit MO</b>		
<b>Work Hours:</b>	<b>Hours vary Monday thru Friday; weekends and evenings as needed</b>		
<b>Salary:</b>	<b>County Paid Position - Exempt Grade C 7 - \$1,556.00 Bi-weekly</b>		

**Salary Range For Internal/Rehire Applicants: \$1556.00 - \$2333.60 Bi-weekly**

**EXTERNAL APPLICANTS CLICK HERE TO APPLY NOW; INTERNAL APPLICANTS GO TO EPICOR ESS** (The internal application for promotion/transfer may be obtained on the HR ICON on Lotus Notes) Employment Specialist: **Mark Wienke**. Applicants for clerical positions which require skill testing must be tested for consideration. ALL CURRENT EMPLOYEES APPLYING FOR THESE POSITIONS MUST SUBMIT AN INTERNAL APPLICATION FORM TO HUMAN RESOURCES.

**Applications must be received by Human Resources no later than 05:00 PM on 11/01/2019**

**Earliest closing date on: 10/25/2019; Job will remain posted until filled**

**POSITION PURPOSE AND EXAMPLES OF WORK:**

Functions as the qualified mental health professional for the facility, by providing assessment, crisis intervention and psychological treatment services for youth and families and coordinates those services with a multi-disciplinary treatment team.

- Provides transition counseling and helps ease the adjustment and anxiety of youth
- Assists in the achievement of more effective personal, social, emotional and educational development of the client
- Counsels with youth and families on an individual and group basis, in the recognition and understanding of problems
- Utilizes various approaches to overcome problems identified
- Conducts a formal needs assessment of the client to identify mental and emotional disorders
- Recommends appropriate treatment, supervision and rehabilitation options
- Defines goals and plan action reflecting interests, abilities and needs
- Provides necessary resources for classification purposes and referrals for follow-up treatment
- Develops a working relationship with medical and mental health resources
- Collaborates with a multi-disciplinary team, in both the public and private sectors to develop, implement and monitor a treatment plan
- Assists management in the development of programs and services for at-risk youth
- Conducts staff training and assists in the orientation of new staff members
- Performs public speaking regarding Court psychological services and programs
- Maintains a current knowledge of modern principles and practices, as well as, legislation and laws concerning certification and mental competency

**MINIMUM EDUCATION AND EXPERIENCE:**

Education above the minimum stated may be substituted on a year for year basis for the required general experience

- M.A. in Psychology, Counseling, Social Work or related field
- Three years counseling experience required as a qualified mental health professional
- Work with at-risk youth or within a correctional setting preferred
- Thorough knowledge of various counseling and treatment modalities
- Thorough knowledge of psychometrics
- Thorough knowledge of modern principles, practices, methods and techniques of counseling and adolescent psychology
- Skill with computer, keyboard and printer; telephone; dictation recorder
- Skill with various psychological tests and equipment

- Skill with case files and court orders; various reference sources for psychological/counseling data
- Ability to communicate effectively, both orally and in writing
- Ability to communicate ideas clearly and concisely, both orally and in writing
- Ability to establish and maintain effective working relationships with others
- Ability to apply legal principles and specialized knowledge to individual cases and problems
- Ability to analyze, appraise, and organize facts concerned in cases and to prepare written recommendations or opinions
- Ability to make work decisions in accordance with laws, regulations and Court policies and procedures
- Ability to relate in a positive fashion to individuals from a variety of cultural, economic and ethnic backgrounds
- Ability to speak publicly in an effective manner

**SPECIAL REQUIREMENTS:**

- If currently licensed by the Missouri Division of Professional Registration must be able to provide proof of certification and maintain license.
- If not currently licensed in the State of Missouri, must obtain license within 36 months from date of employment.
- All applicants are subject to testing for illegal drug use prior to appointment.
- Employees in these positions are subject to random and reasonable suspicion testing for illegal drug use.
- Must submit to and pass criminal background check as prescribed by Courts, Sex Offender Registry check, and MO and KS Child Abuse and Neglect checks.
- Final employment offer is dependent on successfully passing a physical exam/physical performance evaluation

**THE COURT IS AN EQUAL OPPORTUNITY EMPLOYER**