



APRIL 2020  
FLSA: NON-EXEMPT  
Bargaining Unit: PL  
JCN: 7206/7207

## SOCIAL ~~WORKER~~WORK CLINICIAN A/B

### CLASSIFICATION DEFINITION

Under general direction, the Social ~~Worker~~Work Clinician has responsibility for a complex caseload involving ~~families, children, and/or~~ adults; performs counseling, preventative, and intervening treatment programs for Health and Human Services Agency (Agency) clients ~~of the social services department~~; consults or personally provides support to complex ~~or difficult~~ client cases/situations; may provide direction and work review for staff assigned to specialized programs or projects; and performs ~~other~~ related work duties as required/assigned.

### The SUPERVISION RECEIVED AND EXERCISED

Receives general direction from assigned supervisory or management personnel. May exercise technical and functional direction over and provide training to lower-level staff.

### CLASS CHARACTERISTICS

Social ~~Worker~~Work Clinician A--: - This class is in possession of a valid intern registration number.

The ~~Social~~ ~~Worker~~Work Clinician B-- - This class is a licensed professional providing specialized consultative expertise to master's level and other ~~social work staff~~.

~~Social Worker Clinician differs from Social Worker IV, in that the former requires less casework supervision, works with more complex cases, provides counseling and treatment for clients or provides consultation services to other professional workers. The Social Worker Clinician differs from the Social Worker Supervisor in that the latter is responsible for the ongoing supervision of a unit of workers and does not carry a caseload.~~Work staff.

### SUPERVISION EXERCISED AND RECEIVED

~~In incumbents in the Social Worker Clinician classification receive supervision from a Social Worker Supervisor II or Program Manager. A Social Worker Clinician may serve as lead worker or unit supervisor in the absence of regular supervisor.~~

Both levels require the use of considerable independence, initiative, and discretion within established guidelines.

Positions in the Social Work Clinician A/B class series are flexibly staffed. However, advancement to the B-level is subject to both acquiring a license and satisfactory work performance at the A-level, along with a business need of the Agency to have a licensed level clinician.

### EXAMPLES OF TYPICAL DUTIES/JOB FUNCTIONS (Illustrative Only)

- ◆ Provides specialized ~~services to the department of~~ social services ~~such as including~~ consultation, support, and coordination to professional ~~staff~~ and other support staff.

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- ~~Diagnoses, evaluates and determines problems~~ Assesses, diagnoses, and identifies challenges and needs of ~~family, individuals and families, including both~~ children, and adults.
- Provides counseling ~~and develops treatment plans for clients, conducts~~ (including individual, group, and/or family therapy and provides other services as needed by clients as applicable) and develops treatment plans for clients.
- Develops case plans, ~~gives case consultation,~~ leads group staff discussions of ~~ease~~ problems ~~complex situations,~~ coordinates case review, and ~~performs~~ provides case management.
- Works as a team member and participates in multi-disciplinary treatment team, staff, and professional meetings to assess appropriate treatment plan and client progress.
- May assist in carrying out specialized projects, including preparation of manuals and materials, ~~conduct~~ conducting seminars/workshops, and ~~makes~~ making presentations before groups.
- May act as a supervisor in the supervisor's absence, and performs lead worker duties such as training of unit members, consultation, and supervision of staff assigned to specialized projects.
- Makes recommendations, and prepares court reports, and other related legal documents.
- Performs related duties as assigned.

### QUALIFICATIONS

#### **EMPLOYMENT STANDARDS**

#### **Knowledge of:**

- Needs and problems of children, families, and adults from diverse ~~socio-economics~~ socioeconomic and cultural backgrounds.
- Theories of human behavior and group dynamics.
- Child development, adolescence, marriage counseling, aging, dysfunctional family problems, social problems, parenting skills, substance abuse, crisis intervention, and abnormal behavior.
- Principles of marriage, family, and child counseling.
- Current problems and methodology in the field of public social services.
- Social casework methods and practices.
- Principles and practices of interviewing, assessment, diagnosis, and treatment techniques.
- Laws Applicable laws, regulations, policies, and procedures relating to the provision of social services and client rights.
- Basic principles of supervision and training.

#### Principles

#### ~~Ability to:~~

- ~~Understand~~ and ~~learn~~ techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Techniques for providing a high level of customer service by effectively dealing with the agency public, vendors, contractors, and County staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, policies project, and task coordination.
- Computers and software programs (e.g., Microsoft software packages) to conduct, compile, and/or generate documentation.

#### Ability to:

- ~~procedures.~~
- Obtain facts and recognize the relevant and significant considerations.

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- Organize and maintain workload priorities and caseload management in an appropriate and efficient manner.
  - ~~Effective oral and written communications.~~
- ~~Establish and maintain client rapport~~Analyze data; interpret directions, procedures, and regulations; and develop appropriate responses or actions.
- ~~Interpret, understand, and effective working~~apply the agency program, policy, and procedures.
- Apply the principles of psychology and family relationships to engage individuals and families in social services.
- Act appropriately in emergency and stressful situations.
- Interact professionally and respectfully with staff~~clients~~ including difficult, hostile, or distressed clients.
  - ~~Operate a personal computer and other office equipment.~~
- Recognize signs of abuse, neglect, and exploitation for children, and older and dependent adults; assess risk factors and potential dangers to clients.
- Work with difficult or complex cases/clients including clients with dual diagnoses, potentially dangerous clients, or legally complex cases.
- Respond appropriately to situations.
- Maintain confidential information in accordance with legal standards and/or County regulations.
- ~~MINIMUM~~Effectively represent the department and the County in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

### **QUALIFICATIONS (Education and/or Experience):**

#### **SWSocial Work Clinician A:-**

Possession of a valid intern registration number from the Board of Behavioral Sciences as an Associate Clinical Social Worker (~~ASW~~) or Marriage and Family Therapist Intern (~~MFTI~~) in the state of California.

#### **SWSocial Work Clinician B:-**

A license to practice as a Licensed Clinical Social Worker; Marriage and Family Therapist; or a Clinical Psychologist in California; and

### **SPECIAL REQUIREMENT**

~~Some positions may require possession of special language and culture skills as a bona fide qualifications standard. In these cases, candidates must demonstrate that they possess the required skills.~~

## **DRIVER LICENSE REQUIREMENT**

Some positions in this classification may require possession of a valid California driver's License. Employees who drive on County business to carry out job related duties must possess a valid California driver's license for the class of vehicle driven and meet automobile insurability requirements of the County. Eligibility for employment for those who do not meet this requirement due to disability will be reviewed on a case-by-case basis by the appointing authority.

### **History**

Date Established: 1/23/92

Date Revised: 7/1/03

Date Revised: 1/17/14 One (1) year of experience performing duties equivalent to the Social Work Clinician A.

### **Licenses and Certifications:**

➤ Possession of, or ability to obtain and maintain, a valid California or Nevada Driver's License and a satisfactory driving record.

## **PHYSICAL DEMANDS**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, and to operate a motor vehicle to visit various County and meeting sites; vision to read printed material and a computer screen; and hearing and speech to communicate in person and over the telephone. Standing in and walking between work areas is frequently required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification frequently bend, stoop, kneel, and reach to perform assigned duties, as well as push and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds with the use of proper equipment. Reasonable accommodations will be made for individuals on a case-by-case basis.

## **ENVIRONMENTAL CONDITIONS**

Employees work partially in an office environment with moderate noise levels and controlled temperature conditions and partially in the field when conducting home visits. As such, employees may have occasional exposure to loud noise levels, cold and hot temperatures, inclement weather conditions, and direct exposure to hazardous physical conditions. Employees may be subject to clients or members of the public afflicted with behavioral disorders or who are under emotionally stressful conditions. Employees may interact with upset individuals connected with the client, staff, and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

## **WORKING CONDITIONS**

May be required to work evenings, weekends, holidays, and on-call. Performs job duties under stressful conditions and emergency situations.