



A Tradition of Stewardship
A Commitment to Service

COUNTY OF NAPA
Human Resources
1195 Third Street, Suite 110
Napa, CA 94559
707-253-4303

<http://www.napacountycareers.com>

INVITES APPLICATIONS FOR THE POSITION OF:

**Forensic Mental Health Counselor- Adult Correctional Facility
(CONTINUOUS/Open Until Filled)**

An Equal Opportunity Employer

SALARY

\$45.96 - \$54.87 Hourly \$3,676.80 - \$4,389.60 Biweekly \$7,966.40 - \$9,510.80 Monthly
\$95,596.80 - \$114,129.60 Annually

OPENING DATE: 09/16/21

CLOSING DATE: Continuous

JOB TYPE: Full Time

Job Category: Criminology and Forensics, Mental Health

DEPARTMENT: Health & Human Services Agency

LOCATION: 1125 Third Street, Napa

THE NAPA VALLEY

PLEASE READ THIS BULLETIN IN ITS ENTIRETY

The **Napa Valley** - Internationally known for its fine wines, exciting restaurants and world-class resorts, is home to 140,000 residents who share a strong sense of community and a legacy of preserving and protecting our rich agricultural heritage.

Located in the heart of California's preeminent wine region, the Napa Valley is also part of the dynamic San Francisco Bay Metropolitan Area. With its sunny Mediterranean climate and proximity to the mountains and ocean, the Valley offers residents easy access to virtually unlimited

shopping, dining, cultural and recreational opportunities.

The Napa Valley's strategic location, natural and cultural resources, history of responsible land use planning and attractive quality of life provide the ideal mix of small town living and big city amenities.

COUNTY OF NAPA AS AN EMPLOYER

The County of Napa is a highly respected employer within the local community as well as throughout the region. We offer rewarding and challenging work, flexible hours, competitive salaries, a comprehensive benefits package and tremendous opportunities for career growth. At the County of Napa we truly value our employees and are committed to diversity in our family-oriented environment. This is why we are the Employer of Choice for more than 1,400 employees.

As an organization, the County is dedicated to improving the lives of our citizens and reflecting the best of the community's values: Respect, Accountability, Dedication, Integrity and Innovation.

THE POSITION

The Forensic Mental Health Counselor provides professional mental health forensic services for the adult correctional facility. Services include, but are not limited to, clinical assessments, counseling, crisis intervention and continuing care services. **License strongly preferred.**

The eligibility list generated from this recruitment will be used to fill full-time permanent, part-time permanent, limited term, and extra help vacancies for up to twelve months.

The Recruitment Process

1. Applications will be reviewed for minimum qualifications. Those that possess the minimum qualifications will be placed on the eligibility list and referred to the hiring department for further consideration.

The Human Resources Department reserves the right to make changes to the recruitment process and schedule at any time.

Additional Pay Incentives

HIRING BONUS: Applicants appointed to this position will receive a one-time signing bonus of \$5,000; \$2,500 of the hiring bonus will be paid in the second pay period of employment and the remaining \$2,500 bonus will be paid upon successful completion of probation period.

LOAN FORGIVENESS PROGRAM: Applicants appointed to this position who attended and

received a degree (Associate's or Bachelor's) consisting of a minimum of 60 credits/units at a regionally accredited school by the Council of Regional Accrediting Commissions are eligible to receive a payment up to \$20,000 (or \$30,000 if certified bilingual by Napa County) towards student loan(a). Loans must be existing loans, which the employee can prove they held as of their hire date and was borrowed while attending the accredited institution during the time the degree was earned. All payments will be made directly to the student loan lender once appropriate verifications have been made. In order to be eligible for loan forgiveness, the employee must complete five (5) years of satisfactory service with Napa County, without break in service.

EXAMPLE OF DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

Napa County Health and Human Services Mental Health Division is contracted with the Napa County Detention Center (Department of Corrections) to provide mental health treatment, case management, and release coordination for inmates who have been identified as having mental health needs during their detention within the facility. These individuals have a variety of criminogenic, social, and psychiatric needs which are addressed through coordination between the HHS-Mental Health staff, NCDC correctional officers, and other organizations. The Forensic Mental Health Counselor position covers designated shifts in the Napa County Detention Center, which may include evening and night work. Job duties include: Conduct forensically-oriented individual and group therapy and case management; conduct collateral contacts with significant individuals in clients' lives; prepare clinical case histories and treatment plans and maintain clinical case notes and documentation of services provided; prepare reports as requested for the courts; prepare and maintain records and documentation as per the requirements of the County of Napa and relevant State authorities; and make recommendations to the NCDC administration and staff as requested; Provide other shift coverage as needed.

TYPICAL QUALIFICATIONS

KNOWLEDGE OF:

Theories of human behavior and personality development.

Case management techniques for the adult mentally ill.

Personality disorders diagnosed among mentally ill offenders.

Social factors relating to crime and adult offenders.

Economic factors relating to crime and adult offenders.

Psychological factors relating to crime and adult offenders.

Mental and emotional illnesses and professional methods for assessment and treatment.

Basic knowledge of medications and psychotropic drug treatment.

SKILL TO:

Assess patient behavior including emotional and mental problems.

Develop and implement effective and appropriate treatment plans.

Conduct effective and appropriate individual therapy for Penal Code clients.

Conduct effective and appropriate group therapy for Penal Code clients.

Analyze situations accurately, make recommendations and take appropriate action.

Communicate effectively both verbally and in writing.

Prepare and maintain clear, concise and complete reports and correspondence.

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

ABILITY TO:

Stand or sit for prolonged periods of time.

Stoop, bend, kneel, crouch, reach, and twist.

Use repetitive hand movement and fine coordination skills including using a computer keyboard.

EXPERIENCE AND EDUCATION

To qualify for this classification, an individual must possess the following combination of experience and education that would likely produce the required knowledge and abilities. A desirable combination is:

Experience:

Sufficient post-masters experience providing treatment and counseling in a mental health agency to obtain required licensure. Experience in a forensic setting is highly desired.

Education:

Possession of a Master's degree with a major in social work, clinical or counseling psychology, or a closely related behavioral science field, and completion of a university approved clinical internship in a mental health agency.

Required License:

Possession of any of the following valid licenses issued by the State of California: Licensed Clinical Social Worker, Licensed Marriage and Family Therapist, Licensed Professional Clinical Counselor**, Licensed Clinical Psychologist or Registered Intern or Associate Clinical Social Worker who is licensable within one year (applicant has less than 300 supervised hours left to obtain/ can pass applicable exams before annual review). **License strongly preferred.**

Current license by the State of California Board of Behavioral Science Examiners as either a Marriage and Family Therapist (MFT), Licensed Clinical Social Worker (LCSW), or Licensed Professional Clinical Counselor (LPCC); OR current license by the State of California as a Licensed Psychologist.

*Any license, certification, or registration required for this position shall be maintained (i.e. active and in good standing) at all times during employment with Napa County. For continued employment with Napa County, you must maintain such license, certification, or registration to meet the minimum qualifications of this position.

Loss of the required State licensure may result in termination or reassignment.

OTHER REQUIREMENTS:

Incumbents in this classification may work after hours, evenings, and/or weekends, as required.

ADA Accommodation

Applicants requiring accommodation during the application and/or selection process pursuant to the Americans with Disabilities (ADA) Act should contact County of Napa Human Resources at (707) 253-4303.

Napa County is an Equal Opportunity Employer.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.napacountycareers.com>

OR

1195 Third Street, Suite 110,
Napa, CA 94559

EXAM #00004

FORENSIC MENTAL HEALTH COUNSELOR- ADULT
CORRECTIONAL FACILITY (CONTINUOUS/OPEN UNTIL FILLED)

LM

Forensic Mental Health Counselor- Adult Correctional Facility (CONTINUOUS/Open Until Filled) Supplemental Questionnaire

- * 1. Instructions for Supplemental Application Questions. The following questions comprise one of the steps in the selection process for this position and are intended to assist you in presenting your qualifications. Only the information you provide in your answers to these questions will be evaluated and scored to determine the best qualified candidates to continue in the selection process for this position. Please be complete and specific in answering the questions as your score will be based on this information. Applications

submitted without responses to the supplemental questions will not be evaluated.

Although your experience and education should relate back to your application, your application and or resume will not be reviewed when scoring the supplemental questions. Therefore, please be as detailed as possible in your responses to the supplemental questions. I have read and understand the instructions presented above.

Yes No

- * 2. Do you possess a Master's degree in Social Work, Counseling, or a closely related field, from an accredited college or university?
 Yes No

- * 3. Based on the licensing requirements for this position, as it relates to the possession of a valid license issued by the State of California Board of Behavioral Science Examiners, please select the box that applies to you:
 - Marriage and Family Therapist (MFT)
 - Licensed Clinical Social Worker (LCSW)
 - Licensed Professional Clinical Counselor (LPCC)
 - Licensed Psychologist
 - Registered Intern or Associate Clinical Social Worker and eligible for licensure within one year
 - None of the above

- * 4. Please describe the work-related experience, education and training that qualifies you to provide individual, group, family, case management, assessment and other forensic mental health services to mentally ill adults who have been accused of, or have committed, crimes as a result of their mental illness.

- * 5. Please describe the work-related experience, education and training that qualifies you to intensively supervise and monitor court-mandated individuals with mental illness and substance abuse diagnoses in an institutional setting (including substance abuse testing, working with public safety and correctional partner agencies, and treatment need against safety issues that may arise).

- * 6. The Forensic Mental Health Counselor – NCDC position requires time-sensitive assessments and documentation on inmates within the correctional facility, as well as evaluations and coordination of treatment for mentally ill individuals in jail and transitioning between the jail and the State Hospital. What is your experience balancing high acuity treatment provision, administrative responsibilities (such as documentation timeliness), and coordination with stakeholders?

* 7. What is your definition of diversity? How do you encourage people to honor the uniqueness of each individual, including both clients and staff?

* Required Question