

Staff Social Worker Tompkins County

Department: Mental Health Department

Classification: Competitive

Labor Grade: 16

Approved: 0

By: AF, Commissioner of Personnel

MINIMUM QUALIFICATIONS:

Current New York State licensure as a Licensed Master Social Worker, Licensed Clinical Social Worker or Licensed Clinical Social Worker-R is required at the time of application

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for providing professional social work services in the County Mental Health Clinic. The duties involve making psycho-social assessments of clients, developing and implementing treatment plans, and coordinating patient referrals to other agencies for supportive services. The advanced training required of this position affords incumbents with theoretical and practical knowledge of a variety of social work methods in helping individuals and families under different conditions with a primary focus on psycho-social factors in planning clinical interventions. The work is performed under the general supervision of a Supervising Social Worker who provides guidance and instruction on methods and procedures. The incumbent will perform all related duties as required.

TYPICAL WORK ACTIVITIES:

Conducts intake and screening of new clients, makes psycho-social assessments to identify problems;
Develops treatment plans in consultation with other clinical staff aimed at helping clients reach the most satisfying social adjustment possible;
Provides psychotherapy to clients based on their needs and capacity using various social work treatment modalities;
Participates as a team member in individual, group and family therapy;
Coordinates and arranges for the provision of other services and resources for clients with community agencies and facilities;
Performs crisis intervention activities as needed;
Plans with the mental health staff and with community agencies to relate the client's treatment and rehabilitation program to his/her social situation prior to discharge;
Collects and maintains appropriate information from various sources such as professional staff and client families to establish overall approach to the solution of client's mental and social problems;
Refers clients to Psychiatrist for medication review as needed;
Participates in staff meetings to discuss treatment plans for individual cases and in general program planning;
Prepares and maintains a variety of records and reports including client assessments, treatment plans, case progress notes, letters to clients and other agencies, treatment and discharge summaries;
Participates in the process of transfer of clients to other levels of treatment as appropriate.

KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the practices and procedures of social work and of the social factors affecting disease and disability;
Thorough knowledge of social work treatment modalities and problem solving techniques used to assist individuals to achieve more satisfying lives;
Thorough knowledge of community services and resources which are available to assist in the treatment of the mentally ill;
Working knowledge of the use and effect of psychotropic medication;
Ability to make psycho-social assessments, and develop and implement treatment plans;
Ability to establish, maintain and terminate a therapeutic relationship with patients;
Ability to communicate effectively both orally and in writing;
Ability to establish and maintain effective working relationships with others;
Ability to prepare records and reports; and
Empathy for others.

The employee's physical and mental condition shall be commensurate with the demands of the position.

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