POSITION TITLE: HEALTH SPECIALIST IV - Sex Offender Rehabilitation Program

SALARY GROUP: B19

DEPARTMENT: Rehabilitation Programs Division

I. JOB SUMMARY

Performs advanced counseling and psychological work. Work involves coordinating psychological testing and assessing, counseling, reporting, and research; and training others. Works under minimal supervision with considerable latitude for the use of initiative and independent judgment.

II. ESSENTIAL FUNCTIONS

A. Counsels offenders and facilitates the education of offender families; conducts individual and group psychotherapy for sex offenders; prepares behavior analyses; and designs and monitors behavior modification and skill acquisition plans.

B. Administers and interprets psychological instruments; and interviews offenders, recommends treatment, and prepares reports.

C. Leads the treatment team in the development and implementation of individualized treatment plans; monitors clinical progress of offenders; documents progress notes in offender treatment records; monitors the documentation of clinical staff; and confers with clinical staff concerning program completion and exit recommendations.

D. Participates in research projects and program evaluation and disseminates findings; prepares documentation required by the sex offender program administration and the Board of Pardons and Paroles; and participates in quality assurance and quality enhancement activities related to psychological services provisions.

E. Organizes, assigns, and reviews the work of others; and provides training in the program area.

* Performs a variety of marginal duties not listed, to be determined and assigned as needed.
III. MINIMUM QUALIFICATIONS

A. Education, Experience, and Training

1. Master's degree in Psychology, Counseling, Social Work, Marriage and Family Therapy, or a related field from a college or university accredited by an organization recognized by the Council for Higher Education Accreditation (CHEA) or by the United States Department of Education (USDE).

2. Three years full-time, wage-earning post-masters sex offender treatment experience in a psychological therapeutic environment.

3. Current, active, unrestricted license as a Licensed Sex Offender Treatment Provider (LSOTP) or Affiliate Sex Offender Treatment Provider (ASOTP) by the State of Texas Council on Sex Offender Treatment.

Must maintain valid license(s) for continued employment in position.

B. Knowledge and Skills

1. Knowledge of principles, methods, techniques, ethics, and practices of providing therapy.


3. Knowledge of the principles and techniques of tests and measurements and treatment techniques and practices.

4. Knowledge of group dynamics and professional personnel interaction.

5. Knowledge of sex offender treatment and practices.

6. Knowledge of agency and departmental organizational structure, policies, procedures, rules, and regulations preferred.

7. Skill to communicate ideas and instructions clearly and concisely.

8. Skill to coordinate with other staff, departments, officials, agencies, organizations, and the public.

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10. Skill to interpret diagnostic interviews and test data.
11. Skill to conduct individual and group psychotherapy for sex offenders and families.
12. Skill to conduct psychological evaluations.
13. Skill in program development and evaluation.
14. Skill to analyze behavioral deficits.
15. Skill to develop plans for implementing and monitoring rehabilitation activities in skill acquisition and behavior management.
16. Skill to evaluate sex offender treatment programs and enhancement activities for psychological service provisions.
17. Skill to train others.

IV. ADDITIONAL REQUIREMENTS WITH OR WITHOUT REASONABLE ACCOMMODATION

A. Ability to walk, stand, sit, kneel, push, stoop, reach above the shoulder, grasp, pull, bend repeatedly, climb stairs, identify colors, hear with aid, see, write, count, read, speak, analyze, alphabetize, lift and carry under 15 lbs., perceive depth, operate a motor vehicle, and operate motor equipment.

B. Conditions include working inside, working around machines with moving parts and moving objects, radiant and electrical energy, working closely with others, working alone, working protracted or irregular hours, and traveling by car, van, bus, and airplane.

C. Equipment (machines, tools, devices) used in performing only the essential functions include computer and related equipment, calculator, copier, fax machine, dolly, telephone, and automobile.
POSITION TITLE: HEALTH SPECIALIST III -
Sex Offender Rehabilitation Program

SALARY GROUP: B18

DEPARTMENT: Rehabilitation Programs Division

CERTIFICATION: I certify that, to my knowledge, this is an accurate and complete description of the essential functions and the conditions required for this position.

APPROVED BY: Rene Hinojosa
DATE: 08/23/2018

POSITION #: 045323

I. JOB SUMMARY

Performs highly complex counseling and psychological work. Work involves planning and implementing psychological testing and assessing, counseling, reporting, and research; and training others. Works under limited supervision with considerable latitude for the use of initiative and independent judgment.

II. ESSENTIAL FUNCTIONS

A. Counsels offenders and facilitates the education of offender families; conducts individual and group psychotherapy for sex offenders; prepares behavior analyses; and designs and monitors behavior modification and skill acquisition plans.

B. Administers and interprets psychological instruments; and interviews offenders, recommends treatment, and prepares reports.

C. Assists the treatment team in the development and implementation of individualized treatment plans; monitors clinical progress of offenders; documents progress notes in offender treatment records; and prepares recommendations for program completion and exit requests.

D. Plans and coordinates training programs; participates in research projects and program evaluations; participates in conferences for diagnosis and treatment planning; and provides liaison with other departments of the agency.

E. Assigns and reviews the work of others; and provides training in the program area.

* Performs a variety of marginal duties not listed, to be determined and assigned as needed.
III. MINIMUM QUALIFICATIONS

A. Education, Experience, and Training

1. Master's degree in Psychology, Counseling, Social Work, Marriage and Family Therapy, or a related field from a college or university accredited by an organization recognized by the Council for Higher Education Accreditation (CHEA) or by the United States Department of Education (USDE).

2. One year full-time, wage-earning post-masters sex offender treatment experience in a psychological therapeutic environment.

3. Current, active, unrestricted license as a Licensed Sex Offender Treatment Provider (LSOTP) or Affiliate Sex Offender Treatment Provider (ASOTP) by the State of Texas Council on Sex Offender Treatment.

   Must maintain valid license(s) for continued employment in position.

B. Knowledge and Skills

1. Knowledge of principles, methods, techniques, ethics, and practices of providing therapy.


3. Knowledge of the principles and techniques of tests and measurements and treatment techniques and practices.

4. Knowledge of group dynamics and professional personnel interaction.

5. Knowledge of sex offender treatment and practices.

6. Knowledge of agency and departmental organizational structure, policies, procedures, rules, and regulations preferred.

7. Skill to communicate ideas and instructions clearly and concisely.

8. Skill to coordinate with other staff, departments, officials, agencies, organizations, and the public.

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10. Skill to interpret diagnostic interviews and test data.

11. Skill to conduct individual and group psychotherapy.

12. Skill to conduct psychological evaluations.

13. Skill in program development and evaluation.

14. Skill to analyze behavioral deficits.

15. Skill to develop plans for implementing and monitoring rehabilitation activities in skill acquisition and behavior management.

16. Skill to train others.

IV. ADDITIONAL REQUIREMENTS WITH OR WITHOUT REASONABLE ACCOMMODATION

A. Ability to walk, stand, sit, kneel, push, stoop, reach above the shoulder, grasp, pull, bend repeatedly, climb stairs, identify colors, hear with aid, see, write, count, read, speak, analyze, alphabetize, lift and carry under 15 lbs., perceive depth, operate a motor vehicle, and operate motor equipment.

B. Conditions include working inside, working around machines with moving parts and moving objects, radiant and electrical energy, working closely with others, working alone, working protracted or irregular hours, and traveling by car, van, bus, and airplane.

C. Equipment (machines, tools, devices) used in performing only the essential functions include computer and related equipment, calculator, copier, fax machine, dolly, telephone, and automobile.
I. JOB SUMMARY

Performs complex counseling and psychological work. Work involves psychological testing and assessing, counseling, reporting, and research; and training others. Works under general supervision with moderate latitude for the use of initiative and independent judgment.

II. ESSENTIAL FUNCTIONS

A. Counsels offenders and facilitates the education of offender families; conducts individual and group psychotherapy for sex offenders; prepares behavior analyses; and designs and monitors behavior modification and skill acquisition plans.

B. Administers and interprets psychological instruments; and interviews offenders, recommends treatment, and prepares reports.

C. Assists the treatment team in the development and implementation of individualized treatment plans; coordinates the duties of the treatment team; monitors clinical progress of offenders; and documents progress notes in offender treatment records.

D. Participates in research projects and program evaluation; and participates in conferences for diagnosis and treatment planning.

E. Assists in training others.

* Performs a variety of marginal duties not listed, to be determined and assigned as needed.
III. MINIMUM QUALIFICATIONS

A. Education, Experience, and Training

1. Master's degree in Psychology, Counseling, Social Work, Marriage and Family Therapy, or a related field from a college or university accredited by an organization recognized by the Council for Higher Education Accreditation (CHEA) or by the United States Department of Education (USDE).

2. Sex offender treatment experience in a psychological therapeutic environment preferred.

3. Current, active, unrestricted license as a Licensed Sex Offender Treatment Provider (LSOTP) or Affiliate Sex Offender Treatment Provider (ASOTP) by the State of Texas Council on Sex Offender Treatment.

   Must maintain valid license(s) for continued employment in position.

B. Knowledge and Skills

1. Knowledge of psychology and related disciplines.

2. Knowledge of psychological tests, measurements, and treatment techniques and practices.

3. Knowledge of techniques of individual, group, and family therapy.

4. Knowledge of sex offender treatment and practices.

5. Knowledge of group dynamics and professional personnel interaction.


7. Skill to interpret diagnostic interviews and test data.

8. Skill to conduct individual and group psychotherapy.

9. Skill to analyze behavioral deficits.

10. Skill to develop plans for implementing and monitoring rehabilitation activities in skill acquisition and behavior management.
11. Skill to review technical data and prepare technical reports.

12. Skill to maintain records of services and offenders.

13. Skill to train others.

IV. ADDITIONAL REQUIREMENTS WITH OR WITHOUT REASONABLE ACCOMMODATION

A. Ability to walk, stand, sit, kneel, push, stoop, reach above the shoulder, grasp, pull, bend repeatedly, climb stairs, identify colors, hear with aid, see, write, count, read, speak, analyze, alphabetize, lift and carry under 15 lbs., perceive depth, operate a motor vehicle, and operate motor equipment.

B. Conditions include working inside, working around machines with moving parts and moving objects, radiant and electrical energy, working closely with others, working alone, working protracted or irregular hours, and traveling by car, van, bus, and airplane.

C. Equipment (machines, tools, devices) used in performing only the essential functions include computer and related equipment, calculator, copier, fax machine, dolly, telephone, and automobile.
I. JOB SUMMARY

Performs routine counseling and psychological work. Work involves psychological testing and assessing, counseling, reporting, and research. Works under moderate supervision with limited latitude for the use of initiative and independent judgment.

II. ESSENTIAL FUNCTIONS

A. Facilitates the education of offender families; and assists in the design of behavior modification and skill acquisition plans.

B. Administers and interprets psychological inventories; and interviews offenders and prepares reports.

C. Assists the treatment team in the development and implementation of individualized treatment plans; observes group sessions conducted by licensed staff and discusses progress of offenders; and maintains progress notes in offender treatment records in coordination with licensed staff.

D. Participates in research projects and program evaluation; and assists in conferences for diagnosis and treatment planning.

* Performs a variety of marginal duties not listed, to be determined and assigned as needed.

III. MINIMUM QUALIFICATIONS

A. Education, Experience, and Training

1. Master's degree in Psychology, Counseling, Social Work, Marriage and Family Therapy, or a related field from a college or university accredited by an organization recognized by the Council for Higher Education Accreditation (CHEA) or by the United States Department of Education (USDE).

2. Sex offender treatment experience in a psychological therapeutic environment preferred.
3. Current, active, unrestricted State of Texas license as a Physician, Psychiatrist, Psychologist, Psychological Associate, Provisionally Licensed Psychologist, Licensed Professional Counselor, Licensed Professional Counselor Intern (LPC-I), or LPC-I license eligible lacking only approval of a supervisory agreement form with the Texas State Board of Examiners of Professional Counselors (TSBEPC), Licensed Marriage and Family Therapist, Licensed Marriage and Family Associate, Licensed Clinical Social Worker, Licensed Master Social Worker (LMSW) under or lacking only a clinical supervision plan approved by the Texas State Board of Social Worker Examiners (TSBSWE), or Advanced Nurse Practitioner recognized as a Psychiatric Clinical Nurse Specialist or Psychiatric Mental Health Nurse Practitioner who provides mental health or medical services in the rehabilitation of sex offenders.

Must submit application to the State of Texas Council on Sex Offender Treatment (CSOT) as a Licensed Sex Offender Treatment Provider (LSOTP) or Affiliate Sex Offender Treatment Provider (ASOTP) within 30 days of employment date. If applicable, LPC-I eligible applicants lacking a supervisory agreement must also submit a supervisory agreement form to the TSBEPC within 30 days of employment date. If applicable, LMSW applicants without a clinical supervision plan approved by the TSBSWE must also submit a clinical supervision plan to the TSBSWE within 30 days of employment date.

Must possess or be able to obtain a State of Texas Council on Sex Offender Treatment (CSOT) license as a Licensed Sex Offender Treatment Provider (LSOTP) or Affiliate Sex Offender Treatment Provider (ASOTP) within 120 days of employment date.

Selected applicants without required CSOT license (or LPC-I eligible lacking a TSBEPC approved supervisory agreement as well as those LMSW lacking an approved clinical supervision plan with the TSBSWE) must sign Credential Contingency Agreements that will remain in effect only until the initially established expiration date. Failure to comply with the contingency statements will result in separation from employment. Credential Contingency Agreements will not be extended or renewed as a result of an employee’s separation from employment or acceptance of another position.

Must maintain valid license(s) for continued employment in position.
B. Knowledge and Skills

1. Knowledge of psychology and related disciplines.

2. Knowledge of psychological tests, measurements, and treatment techniques and practices.

3. Knowledge of techniques of individual, group, and family therapy.

4. Knowledge of sex offender treatment and practices.

5. Knowledge of group dynamics and professional interpersonal relations.


7. Skill to interpret diagnostic interviews and test data.

8. Skill to analyze behavioral deficits.

9. Skill to develop plans for implementing and monitoring rehabilitation activities in skill acquisition and behavior management.

10. Skill to review technical data and prepare technical reports.

11. Skill to maintain records of services and offenders.

IV. ADDITIONAL REQUIREMENTS WITH OR WITHOUT REASONABLE ACCOMMODATION

A. Ability to walk, stand, sit, kneel, push, stoop, reach above the shoulder, grasp, pull, bend repeatedly, climb stairs, identify colors, hear with aid, see, write, count, read, speak, analyze, alphabetize, lift and carry under 15 lbs., perceive depth, operate a motor vehicle, and operate motor equipment.

B. Conditions include working inside, working around machines with moving parts and moving objects, radiant and electrical energy, working closely with others, working alone, working protracted or irregular hours, and traveling by car, van, bus, and airplane.

C. Equipment (machines, tools, devices) used in performing only the essential functions include computer and related equipment, calculator, copier, fax machine, dolly, telephone, and automobile.