SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 10/11/17 CLOSING DATE: 10/18/17 (4:30 PM)

SCDC INTERNAL TITLE: QMHP - CCC IV SCDC POSITION #: 016097
HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM
LOCATION: MENTAL HEALTH, COLUMBIA (RICHLAND)

STATE JOB TITLE: HUMAN SERVICES COORD I STATE JOB CLASS: GA50
PAY BAND/LEVEL: 05 E
BAND: 05 SPECIAL INCENTIVE: NO
HIRING SALARY RANGE: $ 038422 - $ 049591 SCEIS POSITION #: 61019924

MINIMUM AND ADDITIONAL REQUIREMENTS:
A BACHELOR'S DEGREE AND PROFESSIONAL EXPERIENCE IN HUMAN SERVICES OR SOCIAL SERVICES PROGRAMS.
(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). A MASTER'S DEGREE IN CLINICAL SOCIAL WORK OR RELATED MENTAL HEALTH FIELD AND THREE (3) YEARS EXPERIENCE IN COUNSELING.
MUST BE LICENSED AS LMSW, LISW, LPC OR LPC-S.

DESCRIPTION OF DUTIES:
PERFORMS MENTAL HEALTH ASSESSMENTS/EVALUATIONS ON ASSIGNED CLIENTS. CONDUCTS INDIVIDUAL AND GROUP COUNSELING. PROVIDES DIRECT FEEDBACK ON MENTAL HEALTH ISSUES TO INSTITUTIONAL STAFF. ASSISTS IN DISCHARGE PLANNING FOR CLIENTS WHO ARE COMPLETING THEIR SENTENCES. PROVIDES ADVISORY AND CONSULTATIVE SERVICES AS RELATED TO MENTAL HEALTH SERVICES. PARTICIPATES IN QUALITY ASSURANCE REVIEWS ENSURING COMPLIANCE WITH STANDARDS. ASSISTS ADMINISTRATIVE SUPPORT STAFF WITH PSYCH CLINIC. ASSISTS SUPERVISOR IN THE DEVELOPMENT/ADMINISTRATION OF SPECIAL PROJECTS IN THE FIELD OF MENTAL HEALTH. MAKES CASELOAD ASSIGNMENTS. ASSISTS OTHER INSTITUTIONS IN THE REGION (EVANS, KERSHAW, LEE AND TURBEVILLE CI'S) AS NEEDED. PROVIDES CLINICAL AND ADMINISTRATIVE SUPERVISION OF SUBORDINATE STAFF IN THE ABSENCE OF THE REGIONAL MANAGER.
THIS POSITION IS LOCATED AT LEE CORRECTIONAL INSTITUTION.
COMMENTS:
MUST ATTEND SCDC BASIC TRAINING