

POTTER COUNTY SHERIFF'S OFFICE

EMPLOYMENT OPPORTUNITIES

AN EQUAL OPPORTUNITY EMPLOYER

The Potter County Sheriff's Office is seeking a qualified individual to fill the following position. If you are interested in this position and feel that you are qualified, you may submit an application at www.pottercountysheriff.org. Applicants will be interviewed only if they meet the necessary qualifications.

JOB TITLE: MENTAL HEALTH COORDINATOR

The Potter County Sheriff's Office has an opening for Mental Health Coordinator. This position works closely with our correctional, medical, and mental health staff to ensure the mental health needs of every inmate are provided for.

Essential Functions

1. Provides general mental health services to the inmate population of the Potter County Detention Center.
2. Conducts follow-up assessments on inmates indicating a need for mental health services.
3. Assists in identifying individuals in mental health crisis.
4. Provides crisis intervention services to de-escalate and stabilize individuals in a mental health crisis.
5. Coordinates with Detention Center staff and makes recommendations for treatment, housing, and special accommodations for inmates indicating a need for mental health services.
6. Performs case management for inmates and coordinates continuity-of-care with community providers upon release.
7. Provides liaison with courts, prosecutors, defense attorneys, family, mental health and social services providers as needed.
8. Coordinates appointments with contract psychiatrist and assists Detention Center staff with implementation of treatment plan.
9. Documents assessments, treatment, case management, and referrals as needed.
10. Attends meetings and assists in developing multi-disciplinary treatment plans.
11. Provides mental health training to Detention Center staff as assigned by Jail Administrator.

REQUIREMENTS:

- Master's degree in social or behavioral sciences or related field, and;
- Licensed in Texas as an LPC, LPC-A, or LCSW - actively pursuing licensure may be considered

Experience in criminal justice field not required, but preferred. Must demonstrate the knowledge and skills necessary to provide appropriate care to adult, justice-involved individuals with a wide variety mental health needs. Must have in-depth knowledge of mental illness and chemical dependency. Must have in-depth knowledge of clinical assessment tools. Must have excellent

communication skills. Must be well-organized and able to work in a high-stress environment. Must meet the minimum eligibility requirements for and be able to pass the basic county correction officer course and state licensing exam for the state jailer license.

SALARY: \$54,590 (FLSA-nonexempt)

Health Insurance – includes dental and vision

Life Insurance

Retirement plan in the Texas County and District Retirement System

APPLICATIONS WILL BE ACCEPTED UNTIL FILLED

POTTER COUNTY DOES NOT DISCRIMINATE ON THE BASIS OR RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY IN EMPLOYMENT OR THE PROVISIONS OF SERVICES.