



COUNTY OF SOMERSET

ISSUE DATE: 08/17/2018

POSITIONS AVAILABLE LISTING

For Additional Information Contact

DIVISION OF HUMAN RESOURCES

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HUMAN RESOURCES DIRECTOR

ISSUED BY:

FAITH M. SACINO

HUMAN RESOURCES DIVISION

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
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MENTAL HEALTH CENTER

Medical Director

0006161030W

\$198,210

7/13/2018

Responsibilities: Position provides psychiatric assessment and treatment to clients. Position serves as a consultant to staff members. Assesses individuals who present with psychiatric disorders in any clinical setting, records medical history and prescribes in accordance with client needs. Position participates in Performance Improvement; peer review and medical staff activities. Serves as member of Management Team, as consultant to Program Directors, and provides direction and supervision of Medication Clinic. Position participates in policy-making, strategic decision-making and performance improvement direction.

(32 hours)
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CLOSING
DATE
8/31/2018

Essential Functions

- Participates as a member of the Management Team in the organization's decision-making structures and processes.
- Oversees the quality and effectiveness for the delivery of clinical care in all departments.
- Provides direct patient care using appropriate, recognized modalities of treatment; prescribes medication; identifies the psycho education and medication education needs of patients and/or families and provides appropriate learning opportunities.
- Provides oversight to Medication Clinic Staff.
- Perform psychiatric evaluations, including history and mental status exams.
- Complete treatment plans in conjunction with other clinical staff.
- Prescribes medication and monitor its benefits/side effects.
- Respond to inquiries directed by the nursing staff
- Communicate on a regular basis with staff, families, outside agencies.
- Maintain thorough, timely clinical documentation.

Requirements: Completion of Residency in Psychiatry as recognized by ABPN; Board Certification by ABPN; BCLS Certification; experience treating a variety of psychiatric disorders in patients of all ages.

Preferred: At least 2 years of experience in psychiatric administration; lived experience in mental health and substance use disorders and in recovery. Extensive experience with a variety of patient categories and focused experience with one or more sub-categories (e.g. adolescents, dual-diagnosed, etc.).

Acceptance of employment contingent upon passing a criminal background check & pre-employment physical/drug screen.

**Candidates with lived experience in mental health and/or substance use disorders and in recovery are encouraged to apply.*

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>ROADS/TRAFFIC SAFETY</u>	<u>Senior Traffic Signal Electrician</u>	<u>0004551580A</u>	\$37,100 \$49,500	4/13/2018
	<p>Position Summary: Position ensures public safety by the continual maintenance, rapid repair and inspection of the County traffic signal system. Position monitors this system for optimum performance through design updates and modifications; responds to emergency calls on a 24 hour basis.</p> <p>Responsibilities: Position reports for all emergency traffic signal and safety device calls as required (on call 24/7). Position responds to non-emergency calls for the repair and maintenance of traffic signals and safety devices; implements modifications to existing signals. Position schedules, assigns and reviews work; communicates section functions and needs to supervisors. Position acts as a liaison between the Traffic Safety Services Division, property owners, residents and community representatives with regard to areas of concern; investigates and responds to public/private complaints. Position attends various training seminars and training courses presented by professional instructors to keep abreast of the new safety and work practices established by OSHA. Position utilizes DPW Hansen Infrastructure Management System. Position performs skilled and unskilled labor to ensure the efficient operation of the division in accordance with departmental and divisional policies. Position drives trucks and hauls materials and/or equipment to and from projects in a safe and timely manner. Position performs work zone traffic control to ensure the flow of traffic is not disrupted. Position performs other related duties in the Department of Public Works as required.</p> <p><i>Requirements: High school diploma or equivalent; thorough knowledge of electrical work, electronics and construction techniques. Incumbent must have knowledge of construction and repair techniques, equipment and materials related to traffic control devices. Incumbent must possess a valid driver's license and commercial Class B driver's license. Five years of experience in electrical and electronics troubleshooting. Incumbent must be well-versed in specifications, regulations and standards of the NJ DOT National Electrical Code. Incumbent must have the ability to read blue prints and give verbal instruction is essential to the position. The incumbent must be able and willing to work outdoors; must be willing to operate a bucket truck to heights of 50 feet.</i></p> <p><i>Preferred: Sufficient combination of education and experience in electronic and electrical theory and practice to qualify as a journeyman electrician and electronics technician. Knowledge of Somerset County policies and procedures. Ability to utilize an electronic infrastructure management system.</i></p>		(40 hours) N	CLOSING DATE 8/31/2018

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>MENTAL HEALTH</u>	<p><u>Art Therapist</u> <u>0006160101B</u></p> <p>Position Summary: Primary focus of the Art Therapist is to design, implement and maintain the Art Therapy Programs for the Center. Responsible for the provision of individual, family and group therapy within a trauma-informed, wellness and recovery person-centered care frame-work. Position works within adult and child mental health programs facilitates additional groups in all departments. Position will also maintain a caseload in the Outpatient department. Position will develop internship placement opportunities for art therapy interns providing them with direction, assignments, and field supervision.</p> <p>Responsibilities: Position provides base level of face to face direct service at 66% of weekly hours; facilitates art therapy groups throughout the center in all departments; provides art therapy and counseling as needed using appropriate modalities (individual, group, family therapy.) Individuals served may include individuals aged 3 years and older who present with a variety of concerns. Position will conduct and write initial intake evaluations and documents clinical activity (and correspondence) in accordance with agency/state/accrediting body standards. Position attends clinical team meetings throughout the center. Position will provide community education as requested on Mental Health issues and related topics. Position provides clinical consultation based in non-verbal psychotherapeutic interventions throughout center for teams and through one to one clinical case reviews with individual clinicians and shared decision making with individuals served. Position implements an art therapy internship program and contributes to the review and revision of policy and procedure pertaining to art therapy services at the Center in a wellness and recovery delivery of services model</p> <p><i>Requirements: Master's Degree in Counseling, Social Work, Psychology and Art Therapy or related field. Professional Credentials (ATR); and at or near independent licensure)LCSW, LPC. 2 + year's post-master's experience working in a therapeutic setting; experience in Group Therapy; experience and knowledge in working with Family Systems and Motivational Interviewing; experience with various art materials, tools, and techniques in order to understand the ramifications of the properties in therapy. Advanced verbal and written communication skills. Age Specific Knowledge and Skills: Must be able to demonstrate the knowledge and skills necessary to provide care to; children, adolescents, adults and older adults. Must demonstrate knowledge of key principles of wellness and recovery, trauma informed care, cultural competency, growth and development of the life span, possess the ability to assess data reflective of the individual's status and be able to interpret the appropriate information needed to identify each individual's needs relative to his/her age in accordance with the Center's policies and procedures.</i></p> <p><i>Preferred Requirements: Board Certification (ATR) with the ATCB (Art Therapy Credentialing Board). Professional Licensure (LPC, LMFT, LCSW); basic computer experience; budgeting skills. Knowledge of other Creative Therapies (music, dance, theater, poetry); Bilingual ability (e.g. Spanish/English) and experience/sensitivity in working with culturally diverse populations.</i></p> <p><i>Acceptance of employment contingent upon passing a criminal background check & pre-employment physical/drug screen.</i></p> <p><i>Candidates with lived experience in mental health and/or substance use disorders and in recovery are encouraged to apply.</i></p>		<p>\$46,400 \$61,800</p> <p>(37.5 hours) E</p>	<p>8/17/2018</p> <p>CLOSING DATE 8/31/2018</p>

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>SOIL CONSERVATION</u>	<u>Erosion Control Specialist</u>	<u>0001800596A</u>	<u>\$49,400</u> <u>\$65,900</u>	7/13/2018
	<p>Position Summary: Position performs technical work in conjunction with the review of erosion control plans, application, and inspection of soil erosion control practices. This work is carried out in accordance with the procedures and standards outlined in the N. J. Soil Erosion and Sediment Control Act, Chapter 251, P.L. 1975 for the reduction of soil erosion and sedimentation damages.</p> <p>Responsibilities: Performs technical reviews of complex soil erosion control plans to assure the plans meet the NJ Standards for Erosion Control. The plan review requires independent judgment and preparation of review reports to obtain additional information and to assure the plan is in compliance with the Standards for Erosion Control. The incumbent is responsible for contact in the State Erosion Control Engineer for assistance if the plan requires greater engineering review. Position reviews plans submitted for certification to determine completeness. Incomplete applications must indicate items where the plans are deficient. Position also determines if a Stormwater Discharge Permit is required under the program the District administers for the Department of Environmental Protection. Position performs on-site investigations and inspections on construction sites to assure erosion control measures are in accordance with the approved plan; reports for documentation and maintenance of suitable records and files of activities are required. Position coordinates all enforcement activities on erosion control violations with the District Manager in accordance with District and State guidelines and policies. Position will assist the District Manager in coordinating enforcement actions with the Erosion Control Inspectors and is be involved in preparation of enforcement summaries and reports necessary in court actions. Position is responsible to the maintenance of the Hydraulic and Hydrologic Database for Storm water Management; database is part of a Statewide information system that requires continuous updating and management as new projects within a watershed are proposed and built; including coordination with the State Soil Conservation Committee on the information and the capturing of old data as plan is destroyed. Position works with (a) design engineers in developing and reviewing erosion control plans to provide the framework for control of erosion during construction and (b) the job supervisor to resolve erosion problems on construction sites and make determinations as to the need for revised erosion control measures or enforcement action. Position must investigate and resolve complaints relating to erosion control; this must be accomplished by using the established State and District guidelines and procedures.</p> <p><i>Requirements: Bachelor of Science degree in Environmental Sciences, Engineering or other related field and five years' experience directly in the area of soil erosion inspection and/or review or Associates Degree in a related field and experience in the field of engineering, construction, landscape or related area and seven years' experience directly in the area of soil erosion inspection and/or review. Basic knowledge of soils, natural resources and construction practices; working knowledge of the "Standards for Soil Erosion and Sediment Control in N.J." and basic hydrology; knowledge and ability to interpret District policies and procedures; ability to prepare clear, informative, and technically accurate reports and an ability to communicate and work with people of various backgrounds and professions. A valid New Jersey driver's license is required.</i></p> <p><i>A CPESC certification is preferred.</i></p>		(40 hours) E	CLOSING DATE 8/31/2018

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>RECYCLING</u>	<p><u>Resource Recovery Worker -Outside</u> <u>0007001345A</u></p> <p>Responsibilities: Position performs curbside pick-up of recyclables at a constant rate of vehicle speed to handle area coverage and maintain productivity. Position performs quality control functions by placing marked rejection cards on improper recyclables. Position moves recyclables from curbside to vehicle; lifts recycling containers and other recyclable materials into vehicle. Position activates hydraulic systems by pushing, pulling and holding proper buttons and levers. Position guides Resource Driver when making difficult moves in traffic including backing up of vehicle and also in the dumping of recyclables. Position must have the ability to properly move and hook dumpster to trucks and operate all dumpster controls. Position will perform the duties of Resource Recovery Worker Inside functions when necessary. Position performs other duties as assigned by the Recycling Superintendent and/or the Director of Public Works.</p> <p><i>Requirements: High School diploma or equivalent. Preferred: Valid driver's license. Physical Strength Rating Assessment as per the Dictionary of Titles: Definition of Heave Work: must be able to occasionally lift loads over 125 pounds. Must be able to reach overhead to transfer loads and hook up dumpsters.</i></p>		<p>\$37,928</p> <p>(40 hours) N</p> <p>2 New Openings</p>	<p>8/17/2018</p> <p>CLOSING DATE 8/31/2018</p>
<u>HEALTH DEPARTMENT</u>	<p><u>Registered Environmental Health Specialist</u> <u>0006998357C</u></p> <p>Responsibilities: Under direction of the Senior Registered Environmental Health Specialist or the Health Officer, performs inspection work involved in the enforcement of State and local environmental and health regulations including, but not limited to the State Sanitary Code for Retail Food Establishments, Public Recreational Bathing Code, State Housing Code, Individual Subsurface Sewage Disposal Systems, the County Environmental Health Act (CEHA) regulations, Department of Environmental Protection regulations; Epidemiological case investigation and monitoring; and lead-hazard risk assessments. When a violation of relevant sanitary and health laws are found, determines the cause and takes proper corrective action. At the direction of the county health officer assists individuals and groups in developing sound environmental health practices. Incumbent interprets objectives, standards and policies of the County Health Department. Incumbent may give testimony in court case; may investigate nuisances and violations of the sanitary code. Incumbent receives and reviews applications for licenses or permits pertaining to food handling establishments, private water supplies, swimming pools. Incumbent makes surveys and investigations of communicable diseases and epidemics that may be traceable to lack of environmental sanitary conditions.</p> <p><i>Requirements: BS degree in Public Health or related field; with 32 credit hours of science and mathematics from an accredited college or university. Must possess a current and valid NJ Registered Environmental Health Specialist License issued by the NJ Department of Health and Senior Services. One (1) year of experience as an REHS in either a local, county or state health department. Must possess the ability to analyze, develop and interpret County policies, and to work harmoniously with all Departments, associates, subordinates, and others having an interest in County government. Ability to take a leading role by providing needed advice and assistance. Must possess knowledge of modern environmental public health inspection techniques and practices; ability to interpret relevant public health laws and apply them to specific cases. Ability to read, write and speak English sufficiently to perform the duties of the position. Proficient in word processing, spreadsheet and data base computer applications, specifically Microsoft Word, Excel and Access. Ability to learn and utilize information systems related to the duties of the position. Incumbent must possess a driver's license valid in New Jersey. Preferred Additional Qualifications: Lead Inspector/Risk Assessor Permit, CEHA Air Quality Training, NJ Noise Pollution Certification, Odor Enforcement Certification, or Hotel/Multiple Dwelling Code Overview Certification. In depth knowledge of regulations, procedures, and responsibilities of specific public health concerns, basic knowledge of theories, methods and practices, ability to establish and maintain effective working relationships with Federal, State and Local Officials, County Department Heads, employees, public health professionals, media personnel, and the general public.</i></p>		<p>\$39,300 \$52,400</p> <p>(35 hours) N</p>	<p>7/27/2018</p> <p>CLOSING DATE 8/31/2018</p>

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>PROSECUTOR</u>	<p><u>Legal Secretary</u></p> <p><u>0001300920C</u></p> <p>POSITION SUMMARY: Position types legal documents such as complaints, indictments, motions, briefs and jury charges, requires specialized knowledge of legal forms, terminology, processes and procedures.</p> <p>Responsibilities: Position maintains the Assistant Prosecutors' calendar and responds to all courtroom deadlines. Position copies and prepares an inventory list of discovery/additional discovery; types all legal documents; prepares witness lists; closes out files (by Order, Administrative Dismissal & No Bill). Position responsible for proofreading legal documents for appropriate legal citations; files special notices; initiates and composes form letters and other routine correspondence. Position monitors and responds to all incoming/outgoing phone messages; may temporarily assist with receptionist and mailroom duties as needed; coordinates incoming mail/packages for assigned attorney; maintain confidential follow-up and other legal records and files. Position types standardized legal forms needed for special legal action such as briefs, motions, orders, indictments, complaints, jury charges and discovery packets.</p> <p><i>Requirements: A high school diploma or equivalent is required. An Associate's Degree in Business/Secretarial Science/Secretarial School Certification and/or 4 year degree is preferred. Some secretarial experience is required. Must be able to type with accuracy and speed. Competent computer skills are necessary in software programs such as Microsoft Office products to include; Word, Outlook & Excel. Must have the ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office or related units. Must have the ability to transcribe dictation from recording equipment (CD's, DVD's, Cassette Tapes), or by other means, with accuracy, speed and neatness, and the ability to transcribe from Spanish to English is a plus; ability to read write, speak and understand the English language sufficiently to perform duties of this position. Ability to communicate professionally with all types of people. At the sole discretion of the Prosecutor, certain criterion may be waived based on any special skills, talents, or expertise that a candidate might possess which are needed by the Prosecutor to enhance the mission of the office.</i></p> <p><i>Background Checks: All prospective employees must have the ability to pass a comprehensive background investigation to be performed by the Somerset County Prosecutor's Office. This background investigation includes, but is not limited to the following; federal and state fingerprint check for criminal record, reference checks, credit checks, domestic violence registry check, motor vehicle license check, unannounced home visit and neighbor check and automated traffic warrant and criminal warrant checks; and, you must have the ability to pass a drug screening urinalysis to be performed by the Somerset County Prosecutor's Office. A negative result is a condition of employment. A positive result will automatically disqualify you from employment.</i></p>		<p>\$32,000</p> <p>(35 hours) N</p>	<p>8/17/2018</p> <p>CLOSING DATE 8/31/2018</p>

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>MENTAL HEALTH</u>	<u>Clinical Supervisor I - OPD</u>	<u>0006160379B</u>	\$58,000 \$77,300	7/3/2018
	<p>Position Summary: Provides clinical and administrative supervision to Masters and/or Doctoral level staff and student interns and externs to assure effective and ethical delivery of trauma-informed, wellness and recovery services. Provide individual, family, and group therapy to support individuals' recovery goals. Assist clinicians in meeting caseload demands and assist outpatient director in implementing clinical and administrative initiatives. Position documents clinical and supervisory activity per agency policy. Position contributes to agency performance improvement efforts to assure treatment is in accordance with state regulations and accrediting body standards. Position assumes the responsibilities of the Traumatic Loss Coalition Coordinator for the County of Somerset.</p> <p>Responsibilities: Position will be responsible for the clinical evaluation of clients, formulation of treatment goals and objectives, assignment of DSM related diagnoses. Position will provide psychotherapeutic treatment and case management as needed to clients using appropriate modalities, e.g. individual, group, family therapy. Position will confer with other internal and external providers to assure coordination of care; examples of external providers include, but are not limited to: schools, other agencies, courts, probation, medical personnel, inpatient programs, DYFS, etc. Clients may include children and/or adults who present with a variety of concerns. Service at satellite locations may be involved. Position engages in continuing education to maintain and develop clinical skills, meet agency competency standards, and satisfy requirements for ongoing licensure. Incumbent is on call to schools throughout the County to provide crisis assistance following a sudden and traumatic loss in the community. Incumbent leads the School Crisis Response Team.</p> <p><i>Requirements: Master's degree in social work, counseling (or equivalent) from an accredited graduate program; or, doctoral degree (Ph.D., Psy.D.) from a clinical/counseling psychology program or equivalent, including a 1 year clinical internship. Incumbent is expected to be fully licensed in a clinical discipline; Applicants with Masters should have a minimum of 3 years post-degree experience; must have highest level of certification in licensed area to provide clinical supervision. Coordinating potential should be evident in terms of ability to conceptualize clinical and administrative aspects of agency based mental health services and to manage the complexities of various agency based hierarchical relationships. Age specific knowledge and skills: Must be able to demonstrate knowledge and, depending on area of practice, skills necessary to provide care to; children, adolescents, adults and older adults. Must demonstrate knowledge of key principles of growth and development of the life span, possess the ability to assess data reflective of the client's status and be able to interpret the appropriate information needed to identify each client's needs relative to his/her age in accordance with the Center's policies and procedures.</i></p> <p><i>**Acceptance of employment contingent upon passing a criminal background check and pre-employment physical & drug screening.</i></p> <p><i>***Candidates with lived experience in mental health and/or substance use disorders and in recovery are encouraged to apply.</i></p>		(37.5 hours) E	CLOSING DATE 8/31/2018

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>FACILITIES & SERVICES</u>	<p><u>HVAC Tech</u></p> <p><u>0001651868A</u></p> <p>Responsibilities: Position performs routine maintenance and general repairs of heating, ventilation and air conditioning systems. Troubleshoots problems with equipment, responds to calls of occupants being too warm or cold. Position is responsible for heating and cooling equipment in over 30 buildings occupied by some 1,400 employees that are maintained by Facilities & Services. Position repairs and/or services heating, ventilation and air conditioning systems for proper operation; replaces such parts as switches, fuses, filters, belts, thermostats and other minor parts; makes adjustments to equipment to maintain temperatures at a comfortable level, and operates computerized automated building management system. Position performs preventive maintenance on supply and return air units, exhaust air systems, centrifugal water chillers and semi-hermetic air conditioners, water cooled condensers, boilers, and similar equipment. Position may be assigned work of other crafts, as needed or in an emergent situation. Position shovels snow and/or operates equipment used in snow removal as needed.</p> <p><i>Requirements: High School diploma or equivalent; successful completion of a minimum 2 year Heating & Air Conditioning course; Black Seal Boiler Operator License; ability to read, write and speak English sufficiently to perform the duties of the position. Ability to operate hand and power tools safely, experienced in using the necessary equipment for testing and balancing systems. Valid New Jersey Driver's License required with an acceptable driving record as per County standards; no more than 1 DUI conviction within past 10 years; no reckless driving convictions within past 3 years; no more than 9 current points.</i></p> <p><i>Preferred: 5 to 7 years of experience working in the field with an air conditioning/heating contractor; Black Seal Boiler Operator License; Valid NJ Driver's License with Class B CDL.</i></p>		<p>\$47,968</p> <p>(40 hours) N</p>	<p>5/11/2018</p> <p>CLOSING DATE 8/31/2018</p>
<u>VEHICLE MAINTENANCE</u>	<p><u>Mechanic's Helper - PT</u></p> <p><u>0004577777Y</u></p> <p>Position Summary: Under supervision, performs a variety of repairs and maintenance tasks involving various types of automotive equipment, trucks, vehicles, heavy equipment. All duties are performed in accordance with County safety codes and safe work practices.</p> <p>Responsibilities: Position assists in repairs of gasoline and diesel powered equipment and vehicles, and related components including transmissions, brakes, drive trains, cooling and electrical systems, alignments, etc. Knowledge of hydraulics, hose replacement and hose fabricating. Position assists in performing preventive maintenance for all assigned vehicles and equipment; operates a variety of diagnostic tools, a variety of hand, electric and air-driven tools. Assists in tests, services and repairs vehicles and equipment; inspects, adjusts and replaces necessary units and related parts in the performance of repairs and maintenance work. Position assists in diagnoses, troubleshooting problems on vehicles using computerized scanning equipment and lap top computers in order to repair and maintain vehicles and equipment in the County fleet. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, procedure manuals and schematics. Perform related work as required. Position assists to ensure shop cleanliness and maintenance on a regular basis.</p> <p><i>Requirements: High school diploma or equivalent; two years related experience and/or training; or equivalent combination of education and experience. Must possess a valid driver's license. Acceptance for employment contingent upon passing federally mandated pre-employment drug testing.</i></p>	AA	<p>\$14.50 an hour; no benefits; Monday to Friday; 29 hours per week</p>	8/17/2018

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>EMERGENCY MGMT</u>	<p><u>Emergency Support Specialist - PT</u> <u>000380777Y</u></p> <p>Responsibilities: Position ensures that the county meets all requirements for the Federal Emergency Management Agency Emergency Management Agency Assistance Program; including meeting goals agreed to in the annual NJ State Police Office of Emergency Management Work Plan, maintaining a currently approved County Emergency Operations Plan, and providing the New Jersey Office of Emergency Management with quarterly program status reports. Position performs clerical and office operations for the Somerset County Office of Emergency Management. Position applies for and administers funding of grant programs to ensure proper and complete allocation of funds to accomplish the goals of the program through various grant sources including the NJ State Police Office of Emergency Management, FEMA, and the New Jersey Office of Homeland Security Planning. Position interprets program objectives to officials, participants, and public and private emergency services operations, establishing and maintaining contact with community organizations and other educational facilities to encourage the broadest participation and support. Incumbent assists with the development, planning and implementation of programs, plans and exercise scenarios; participates in exercises to test emergency plans with regard to natural, civil and technological disasters. Position troubleshoots issues and potential controversies as they arise in order to ensure smooth operations. Position assists the Director of the Office of Emergency Management in the administration of the policies and procedures established by the County Administrator, Board of Chosen Freeholders and Director of Public Health and Safety. Position prepares detailed reports with regard to activities and general information for distribution to the Board of Chosen Freeholders, Management Team, Department and Division Heads and Elected Officials. Position attends and actively participates in all OEM functions including meetings, drills, and emergencies. Position participates in quarterly meetings with Municipal Emergency Management Coordinators. Position maintains files, records and correspondence relating to emergency management activities. Position develops countywide mutual aid agreement and emergency plans. Position attends State and Regional meetings and seminars. The incumbent will be responsible for the maintenance of various emergency management programs. Position must be available 24/7 to respond to various emergency incidents. Position performs additional responsibilities as assigned.</p> <p><i>Requirements: High School diploma or equivalent; valid NJ Driver license; ability to establish and maintain working relationships; ability to obtain certifications related to Hazardous Materials Emergency Response. Must possess the ability to read, analyze, develop and interpret detailed verbal and written direction.</i></p>	AA	\$16.00 an hour / 19 hours per week / No benefits	5/11/2018

DEPARTMENT	POSITION DESCRIPTION	GRADE	SALARY RANGE	DATE OF ORIGINAL LISTING
<u>YOUTH SERVICES</u>	<p><u>Crisis Intervention Specialist - PT</u> <u>000714777Y</u></p> <p>Responsibilities: Position provides crisis intervention, short-term family therapy treatment, assessment and case management to children and their families in order to stabilize a juvenile/ family crisis (generally defined as a youth and parent who are experiencing severe family conflict and/or runaway behavior and/or truancy on the part of the juvenile and/or a youth involved in human trafficking) and ultimately provide an alternative to court intervention and out of home placement. When all other supports and family treatment has been exhausted, and the child remains at risk, may need to petition the court for assistance. Primarily conducts crisis intervention and/or family therapy services in the office, but may conduct services in the community, including potentially visiting clients' homes. Position participates in weekly individual clinical supervision and staff meetings, including group supervision. Accurately and efficiently documents all interactions with clients and providers; conducts treatment planning activities. Active participation in the county youth services community is strongly encouraged.</p> <p><i>Requirements: Master's degree in social work, psychology or related field. Licensed or working towards clinical licensure by the State of NJ, Department of Law and Public Safety, Division of Consumer Affairs (LCSW, LSW, LPC, LMFT). A minimum of one year of experience working with at-risk youth and their families is required. Graduate or post-graduate training in family therapy systems theory and treatment is required. Knowledge of juvenile justice system and multi-cultural trends, and experience working with the education and social services systems in Somerset County is preferred. Bilingual in Spanish and English is preferred. Applicant must be available to work two evenings per week until 8:00 PM. Applicant must possess strong interpersonal and communication skills, including strong writing ability. Applicant must possess a driver's license and pass a pre-placement background check and drug screen.</i></p>	AA	\$25.00 Hr.~ 19 Hours per week ~ No Benefits	7/27/2018