



# Terrebonne Parish Consolidated Government

---

## JOB DESCRIPTION

POSITION TITLE.....:	Licensed Professional Counselor
DEPARTMENT.....:	Public Safety
DIVISION.....:	Juvenile Justice Complex
CLASSIFICATION/GRADE.....:	Licensed Professional Counselor/209
REVISED.....:	10/2014
REPORTS TO.....:	Director and Assistant Director
REVIEWED.....:	01/2022
WAGES.....:	Exempt (Salary)

---

### **SUMMARY:**

The Social Worker will be responsible for in house counseling and community activity programs for the residents housed in the Terrebonne Parish Juvenile Detention Center.

### **BASIC FUNCTIONS:**

The Social Worker shall perform the following:

1. Functions as a social worker on an administrative level in accordance with the guidelines set forth in the policy and procedure manual.
2. To provide case maintenance, develop and implement case plans, and direct counseling via individual and/or group counseling for the residents housed in the facility.
3. To aid in providing substance abuse counseling.
4. To aid in providing interpersonal skills development.
5. Performs regular case maintenance and report writing.
6. Ability to work effectively with colleagues, students, parents, community, schools, groups as well as other individuals and organizations.
7. Assist the Administrator in formulating policy and procedure for the programs associated with the detained youth.
8. Adhere to the policy and procedures of the Terrebonne Parish Juvenile Justice Complex and the Terrebonne Parish Consolidated Government.
9. Employee will be on call for emergency self-harm behaviors.
10. Shall perform any duties not in this job description but located within the policy and procedure manual and necessary for the smooth operation of the facility.
11. Shall attend any training required and necessary for effective job performance.

### **EDUCATION/EXPERIENCE:**

1. Only a Master's Degree in Social Work, Psychology, or other applicable degree and a license or application for license under supervision to counsel in the State of Louisiana will be considered.
2. The candidate must possess strong written and verbal communication skills necessary for extensive documentation of the progress of those juveniles in the custody of the Office of Juvenile Justice.
3. Familiarity with Microsoft Office will be beneficial.
4. Familiarity with the administration and interpretation of the MAYSI II will be highly desirable.
5. A minimum of two years experience dealing with troubled youth in a positive manner.
6. Demonstrate a **strong desire** to work with troubled youth in an **energetic and positive** manner.
7. Demonstrate strong organizational skills.
8. Ability to present relative mental health information in an instructional setting.
9. The candidate shall clear a criminal background check conducted by the Louisiana State Police and pass a drug screen.