

YOUTH WORKER

DISTINGUISHING FEATURES OF THE CLASS:

This is a counseling position found in the Dutchess County Youth Bureau, and various other municipalities and school districts. Primary responsibility is to provide outreach counseling and direct intervention to young people and their families within established parameters and procedures. This includes crisis intervention, travel to schools and home, referral to other agencies and coordination of services. The responsibility of this position is to deal with practical, immediate issues and refer clients to other agencies and professionals when they feel the client is in need of long-term, extensive therapy. When assigned to a school district, this position would work closely with administrators to plan and implement educational and behavioral strategies with students, families, and staff. The Youth Worker is responsible for all documentation, follow-up and general assistance. Work is performed under the direct supervision of a Supervising Youth Worker or school administrator.

TYPICAL WORK ACTIVITIES:

The following is indicative of the level and types of activities performed by positions in this title. It is not meant to be all-inclusive and does not preclude a supervisor from assigning activities not listed, which could reasonably be expected to be performed by an employee in this title.

1. Conducts evaluations of clients by assessing school achievements, social positions in school and family background;
2. Using evaluations, formulates a counseling plan focusing on the client's difficulties;
3. Provides short-term counseling services to clients;
4. Refers individuals to a variety of service and counseling agencies within the community;
5. Ensures that the client receives the proper guidance and counseling;
6. Provides follow-up service as necessary on individual cases;
7. Receives client referrals from parents, schools, law enforcement agencies and community groups;
8. Participates in case conferences;
9. Documents all client contact and prepares written correspondence on client's progress as requested;
10. Assists parents in their appropriate use of the Family Court;
11. May accompany parents and clients to meetings with schools and other agencies concerning treatment of client;
12. In school district, researches attendance problems and recommends solutions;
13. Works with building administrator on discipline issues and problems.
14. May coordinate safety activities for a school building;
15. When working for the City of Poughkeepsie, assists officers with juveniles and their parents while the child is in custody and during processing.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Knowledge of the characteristics, problems, needs and interests of youth;
Knowledge of conflict resolution, aggression management, crisis intervention, and de-escalation strategies;
Knowledge of basic interviewing and counseling techniques;
Knowledge of community resources, organizations and institutions dealing with youths;
Skill in communicating with staff, students, and parents;
Ability to establish and maintain successful relationships with youths and their families in various environments;
Ability to understand and follow oral and written directions;
Ability to communicate effectively both orally and in writing;
Personal characteristics necessary to perform the duties of the position.
Physical condition commensurate with the demands of the position.

YOUTH WORKER (Cont'd)

MINIMUM QUALIFICATIONS:

- EITHER: (A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Sociology, Psychology or a related area;
- OR: (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree and one year of full-time paid work experience dealing with youth in counseling, education or recreation;
- OR: (C) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Sociology, Psychology or a related area and two (2) years of full-time paid work experience dealing with youth in counseling, education or recreation;
- OR: (D) An equivalent combination of training and experience as indicated in (A), (B) and (C) above.

NOTE: Baby-sitting or daycare experience will not be considered qualifying experience. Work experience must deal with school age children from middle school and up.

NOTE: Candidates qualifying under "C" may have 60 credit hours, with a major emphasis in Sociology, Psychology or a related area, in lieu of the Associate's degree.

SPECIAL REQUIREMENT FOR APPOINTMENT:

Possession of a valid Driver License to operate a motor vehicle in New York State at time of application and to maintain the position.

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