

**SKAGIT COUNTY  
POSITION DESCRIPTION**

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**Position Title:** Intervention Specialist I  
**Department:** Juvenile Probation, ARIS  
**Reports To:** Supervisor ARIS  
**Occupation Code:** 3101  
**Salary Range:** 13

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**SUMMARY:** Provide case management services to youth displaying behaviors such as fighting, truancy, substance abuse, aggression, withdrawal and other behaviors that adversely affect their ability to participate within family, school and/or community. The interventions are multi-faceted and require collaboration with several agencies such as Mental Health, Juvenile Probation, schools and chemical dependency treatment centers. Primary goal of program is to reduce at risk behaviors in the program and decrease risk of these juveniles ending up in the juvenile justice system.

**ESSENTIAL FUNCTIONS:**

Assesses the youth and family's current status and need for specific services to enhance youth's academic, family and community functioning

Refers youth and/or family to appropriate services such as counseling and/or mental health or medication assessments, substance abuse treatment, tutoring, social services at a variety of agencies, homeless shelters, and other resources. Monitors the provision of such services.

Develops necessary resources if not already available in the community.

Meets with school personnel regarding the development and implementation of individual education plans and behavioral plans as needed. Participates in multi-disciplinary teams, family support teams, and program development.

Provides case management services and advocacy to clients with community agencies, including mental health, school, probation, C.P.S., D.C.F.S., C.W.S., D.V.R., and other service providers as needed.

Attends relevant training regarding families, youth and their specific needs.

Maintains accurate and confidential record of services provided.

Collects data for pre and post outcome studies as needed.

Exercises sound judgment in potentially stressful situations.

Represent Skagit County on relevant committees and boards, including participation on regional teams composed of ARIS and Probation staff.

**Supervisory:**

Occasional Leader/Project Leader- On an occasional basis, assists in planning and organizing work, assigns and checks the work of or assists and instructs others.

**OTHER JOB FUNCTIONS:**

Public relations.

Meeting with family support groups.

Court Testimony as needed.

In-service training.

Performs related duties as assigned. \*

**QUALIFICATIONS:**

Bachelor's Degree in Psychology, Social Work, Sociology, Human Services or related field.

Between three and five years of experience is required.

Experience working with families in either prevention or intervention direct services.

A master's degree may be substituted for one year of experience.

An equivalent combination of education and experience may be substituted which provides the skills, knowledge and abilities to perform the essential functions of the position.

***Requires knowledge of:***

Assessment and intervention protocols for youth and families regarding areas such as chemical dependency, truancy, aggression, domestic violence and mental health

Childhood and adolescent disorders and development.

Community resources and their referral processes.

Public school system's policies and procedures.

***Requires the ability to:***

Sustain equanimity and be non-judgmental in emotionally stressful situations.

Communicate accurately and clearly both orally and in writing.

Maintain accurate and timely records.

Maintain professional standards of confidentiality and personal and professional boundaries.

Organize and facilitate and work with complex systems.

Work as a part of a team both within the department and with collaborating agency staff members.

Communications and interpersonal skills.

Use of assessment and diagnostic tools.

Record keeping and coordination of carrying out of field work.

Safe driving skills due to travel and transporting of youth and families to appointments.

Efficient time management skills.

***Licenses and/or Certifications:***

Washington State Driver's license

Mental health certification and/or chemical dependency certification.

\*Related duties as required are duties that may not be specifically listed in the Position Description but are within the general occupational series and responsibility level typically associated with the employee's classification of work.

**WORKING CONDITIONS/PHYSICAL REQUIREMENTS:**

Driving frequently. Bending, lifting, sitting for long periods of time, typing. Exposure to extreme poverty, homes that may lack proper hygiene in fieldwork environment. Work in high risk populations amongst mentally ill, alcoholic, or abusive clients.

***Hazards:***

Exposure to head lice, disease and unpredictable clientele who are sometimes aggressive and have criminal histories.

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The statements contained herein reflect general details as necessary to describe the essential functions of this position, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences or relief, to equalize peak work periods, or otherwise to balance the workload. Changes to the position description may be made at the discretion of the employer.

It is the policy of Skagit County to not discriminate against any person with regard to race, color, religion, sex, age, national origin, marital status or physical or mental disability.

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