DUTY STATEMENT

CDCR INSTITUTION OR DEPARTMENT California Correctional Health Care Services	POSITION NUMBER (Agency – Unit – Class – Serial)				
UNIT NAME AND CITY LOCATED Mental Health	CLASSIFICATION TITLE Senior Psychologist, Correctional Facility (Supervisor)				
	WORKING TITLE Mental Health Services Delivery System				
	COI Yes ☐ No ☐	WORK WEEK GROUP	CBID	TENURE	TIME BASE
SCHEDULE (Telework may be available): _____ AM to _____ PM. (Approximate only for FLSA exempt classifications)	SPECIFIC LOCATION ASSIGNED TO				
INCUMBENT (If known)	EFFECTIVE DATE				

California Department of Corrections and Rehabilitation (CDCR)/ California Correctional Health Care Services (CCHCS) values all team members. We work cooperatively to provide the highest level of health care possible to a diverse correctional population, which includes medical, dental, nursing, mental health, and pharmacy. We encourage creativity and ingenuity while treating others fairly, honestly, and with respect, all of which are critical to the success of the CDCR/CCHCS mission.

PRIMARY DOMAIN:	

Under the general direction the Chief Psychologist, Correctional Facility (CF), the Senior Psychologist, Correctional Facility (CF) (Supervisor) is responsible for the direct training and clinical/administrator supervision of subordinate staff psychologists as assigned. The Senior Psychologist, CF (Supervisor) is also responsible for performing the most difficult psychological evaluations and associated treatment of incarcerated patients. In addition, he/she will assist in program development and evaluation, research, training, clinical consultation and revision of department policy and procedures. The incumbent will function as a specialized psychological consultant to the institutional staff upon request.

% of time performing duties	Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first. *(Use addition sheet if necessary)*
	ESSENTIAL FUNCTIONS
45%	Provides direction and leadership in the implementation of policies and procedures in the Mental Health Department; attends Interdisciplinary Team Conferences and consults with clinical and custody staff. Coordinates system monitoring function such as program evaluation and quality assessment and improvement and occasional research studies. Participates in the development of an individualized treatment plan, discharge planning and assists incarcerated persons in accessing services as appropriate. Provides assessment and crisis intervention, brief intensive therapy to any incarcerated persons/patient experiencing temporary situational stress. Individual and group psychotherapy and Care Management Services.
40%	Supervise and coordinate training of designated staff including Clinical Psychologist and Clinical Social Worker. Participate in program evaluation and quality assessment and improvement. Attends Interdisciplinary Team Conferences and consults with clinical and custody staff.
15%	Attends staff meetings and perform other clinical and institutional duties as required. Remains up to date with required IST and abreast of professional development.

KNOWLEDGE AND ABILITIES

Knowledge of:

Principles, techniques, and problems in developing and coordinating a specialized psychological treatment program; principles, techniques, and trends in psychology with particular reference to normal and disordered behavior, human development, motivation, personality, learning, individual differences, adaptation, and social interaction; methods for the assessment and modification of human behavior; forensic psychology; characteristics and social aspects of mental and developmental disabilities; research methodology and program evaluation; institutional and social process, group dynamics; functions of psychologists in various mental health services; current trends in the field of mental health; professional training; principles of personnel management and supervision; community organization and allied professional services; and a manager's/supervisor's responsibility for promoting equal opportunity in hiring and employee development and promotion, and for maintaining a work environment that is free of discrimination and harassment.

Ability to:

Plan, organize, and direct, or coordinate a specialized psychological treatment program involving members of other treatment disciplines; provide professional consultation and program leadership; supervise consultation and program leadership; supervise professional staff; teach and participate in professional training; recognize situations requiring the creative application of technical skills; develop and evaluate creative approaches to the assessment, treatment, and rehabilitation of mental disabilities, to the conduct of research, and to the development and direction of a psychology program; plan organize and conduct research, data analysis, and program evaluation; conduct the more difficult assessment and psychological treatment procedures; analyze situations accurately and take effective action; communicate effectively; understand and effectively carry out State and departmental equal opportunity policies; and effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment.

SPECIAL REQUIREMENTS OR CONTINUING EDUCATION REQUIREMENT

- CCHCS does not recognize hostages for bargaining purposes. CCHCS and CDCR have a "NO HOSTAGE" policy and all incarcerated patients, visitors, nonemployees, and employees shall be made aware of this.

SPECIAL PHYSICAL CHARACTERISTICS

Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of incarcerated individuals.

SPECIAL PERSONAL CHARACTERISTICS

Empathetic understanding of patients of a State correctional facility; willingness to work in a State correctional facility; scientific and professional integrity; emotional stability; patience; alertness; tact; keenness of observation; and demonstrated leadership ability.

- Influence change and strengthen the community. Set an example each day through positive and pro-social role modeling, utilizing dynamic security concepts.
- Willingness to play a significant role in the collaborative efforts toward rehabilitation and public safety enhancement.
- Ability to facilitate conversations as a coach and mentor, engaging in a respectful and understanding matter.
- Ability to build trust, improve communication, and assist with the transformation of correctional culture.

SUPERVISOR'S STATEMENT: ***I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE***

SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
EMPLOYEE'S STATEMENT: ***I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT***		
The statements contained in this duty statement reflect general details as necessary to describe the principal functions of this job. It 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 absence of relief, to equalize peak work periods or otherwise balance the workload.		
EMPLOYEE'S NAME (Print)	EMPLOYEE'S SIGNATURE	DATE