

# ***Ouachita Parish Police Jury***

## ***JOB OPPORTUNITY ANNOUNCEMENT***

<b>POSITION:</b> Social Services Counselor	<b>OPENING DATE:</b> November 23, 2020
<b>SALARY:</b> \$ 32,057.65/annually	<b>APPLICATION DATE:</b> Until Filled

(Present Parish employees are given three (3) days priority in applying for the vacant position before outside applicants will be considered. Parish employees may still apply after the designated deadline, but priority will not be given.)

### **DUTIES:**

To provide general social services work through direct services and/or counseling services to offenders and their families. This job is under general supervision of the Director of Institutional Living, work involves the responsibility of counseling with the juveniles in detention. Ability to act independently with good judgement and reasoning skills. Manage a caseload of offenders by scheduling appointments. Obtain and prepare social histories of offenders for information to be reviewed by program staff and for use in referrals to other agencies. Perform intensive individual interventions with offenders experiencing crisis. Assist Assistant Director/Institutional Living to ensure compliance with Federal court consent decree standards, developmental regulations and ethical practices.

### **QUALIFICATIONS:**

**Training and Experience:** Bachelor of Arts degree in behavioral or social science, criminal justice, law enforcement, social work, social or psychology and one (1) year of professional social service OR Bachelor of Arts degree and eighteen (18) months as a Juvenile Detention Officer II.

**Knowledge, Abilities, and Skills:** Considerable knowledge of childhood development. Ability to establish and maintain effective working relationships with other employees, general public and detained juveniles. Ability to express ideas clearly and concisely, both orally and in writing. Applicable computer skills to enter and retrieve data on detainees.

### **BENEFITS:**

The Parish offers liberal benefits, including an excellent retirement system, vacations, sick leave and health and life insurance. Employee may advance to higher positions, based on his/her abilities and interests, and on the needs of the Parish.

### **HOW TO APPLY:**

Applications must be submitted on the OFFICIAL FORM that is available from and may be returned to:

**Ouachita Parish Police Jury  
Personnel Office  
Ouachita Parish Courthouse  
300 St. John Street, 2nd Floor  
Telephone: 318-327-1340  
Online Application available at [www.oppj.org](http://www.oppj.org)**

**Equal Employment Opportunity Employer**