



## **RECRUITMENT AND EXAMINATION ANNOUNCEMENT**

This is a Position Specific Recruitment for the Department of Juvenile Services. The resulting eligible list will be used to fill this position or function only. Persons interested in future vacancies in the Social Work Regional Supervisor, Criminal Justice job classification must reapply at that time. Please see information about where to apply on back of this job announcement. Sending your completed application to an incorrect address may result in not being considered for this recruitment.

**POSITION TITLE: Social Work Regional Supervisor, Criminal Justice**

**Announcement Number 10-2007-907**

(List the job title and announcement number on your application.)

**SALARY: \$52,705 - \$72,857**

(Salary reductions may apply per Executive Order 01.01.2009.11 – Temporary Salary Reduction Plan.)

**Limitation on Selection: Must be Willing to Work in Frederick County, MD**

**CLOSING DATE: OPEN AND CONTINUOUS**

**POSITION DUTIES:** The Department of Juvenile Services currently has a vacancy for a Social Work Regional Supervisor, Criminal Justice position located at Victor Cullen Academy in Sabillasville, MD in Frederick County. **The position requires working some evenings and weekend days with occasional on call services.** The position is to plan, administer, manage, and direct the behavioral health services at Victor Cullen Academy, including mental health, substance abuse, and case management services. The position will direct the implementation and coordination of an inter-disciplinary effort requiring somatic health, behavioral health, education and direct care regarding all aspects of planning for the delivery of care to youth at Victor Cullen Academy. The position will ensure that the youth and their families are included in this planning.

### **MINIMUM QUALIFICATIONS:**

**Education:** Determined by the State Board of Social Work Examiners under the licensing requirements for Social Workers.

**Experience:** Five years of experience providing clinical and therapeutic social work services through the application of the principles, methods and procedures of professional social work, to clients requiring rehabilitative counseling or forensic social work services, including eighteen months of experience completing assessments formulating diagnostic impressions, treating mental disorders and other conditions or providing psychotherapy as a certified social worker-clinical and one year of experience supervising lower level social workers providing clinical and therapeutic social work to clients.

**Note:** A doctoral degree in social work from an accredited college or university may be substituted for up to one year of the experience.

**PREFERRED QUALIFICATIONS:** The following qualification is preferred but not required.

- Three years experience providing behavioral health services to troubled adolescents and their families along with experience coordinating or leading an adolescent/youth focused behavioral health team.

**LICENSES, REGISTRATIONS AND CERTIFICATES:**

1. Employees are required to be licensed as a certified social worker-clinical by the State Board of Social Work Examiners for eighteen months prior to appointment to social work supervisor positions in State service. (COMAR 10.42.08.04(2)(b), effective July 1, 2004).  
**Please attach a copy of the License to the application.**
2. Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

**SPECIAL REQUIREMENTS OF THE CLASSIFICATION:**

1. Employees are required to meet mandatory standards for continuing education as determined by the hiring department. Employees who fail to obtain the required continuing education credits shall be subject to disciplinary action including demotion, suspension and dismissal.
2. Employees of the Department of Public Safety and Correctional Services and the Department of Juvenile Services must complete an approved training program in group counseling techniques.
3. Employees of the Department of Public Safety and Correctional Services and the Department of Juvenile Services may be required to complete the Level I Counseling course of the Maryland AIDS Professional Education Center.
4. Employees of the Department of Public Safety and Correctional Services and the Department of Juvenile Services must qualify for and successfully complete the Entry Level Training Academy operated by the Police and Correctional Training Commissions.
5. Employees of the Department of Public Safety and Correctional Services and the Department of Juvenile Services are required to complete the Correctional First Line Supervisors Training within one year of appointment.

**SELECTION PROCESS AND ASSESSMENT:** Applicants who meet the minimum qualifications and/or Selective Qualifications and/or Limitation on Selection will be admitted to the evaluation for this classification. The assessment will be a rating of your application based on your education, training, and experience as they relate to the requirements of the position. Therefore, it is important that you provide complete and accurate information on your application. Please report all related experience and education. Please make sure that you provide sufficient information on your application (and on separate pages, if necessary) to show that you meet the qualifications for this recruitment. For education obtained outside the U.S., you will be required to provide proof of the equivalent American education as determined by a foreign credential evaluation service. **All information concerning your qualifications must be submitted by the closing date.** We will not consider information submitted after this date. Successful candidates will be ranked as BEST QUALIFIED, BETTER QUALIFIED, or QUALIFIED and placed on the employment (eligible) list for at least one year.

**TO APPLY:** Applications will be evaluated based on materials submitted in relation to the above responsibilities and requirements. Therefore, it is important to provide complete and accurate

information. To be considered for this position, a Maryland State Employment application for Social Work Regional Supervisor, Criminal Justice with appropriate announcement number must be received at the address listed below by the closing date:

**Maryland Department of Juvenile Services  
 Recruitment & Examination Division  
 One Center Plaza  
 120 W. Fayette Street  
 Baltimore, MD 21201**

**BENEFITS OFFERED TO MARYLAND STATE EMPLOYEES**

- ✓ Medical/Health Insurance Plans:

**PPO Plans**

- CareFirst Blue Cross/Blue Shield PPO
- United Healthcare PPO

**POS Plans**

- CareFirst Blue Cross/Blue Shield MPOS
- Aetna Choice POS II
- United Healthcare Choice Plus POS

**EPO Plans**

- CareFirst Blue Cross/Blue Shield EPO
- Aetna Select EPO
- United Healthcare Select EPO

- ✓ Prescription Plan
- ✓ Dental Plans:
  - United Concordia DPPO
  - United Concordia DHMO

- ✓ Term Life Insurance Plan
- ✓ Personal Accidental Death and Dismemberment Plan
- ✓ Long Term Care Plan
- ✓ FREE Vision Plan
- ✓ Flexible Spending Accounts:
  - Health Care Spending Accounts
  - Daycare Spending Accounts

- ✓ State Retirement and Pension System
  - Employees are vested in the pension system after five years of employment

Tax-deferred supplemental retirement savings plans:

- 457
- 403(b)
- 401(k)

- ✓ SECU Credit Union
- ✓ Direct Deposit
- ✓ Savings Bonds
- ✓ Maryland Prepaid College Savings Plans
- ✓ Paid Holidays: 11-12 per year
- ✓ Annual Leave
  - Up to five years of service, 10 days earned per year
  - Five to 10 years of service, 15 days earned per year
  - 10-20 years of service, 20 days earned per year
  - 20+ years of service, 25 earned per year
  - Employees may carry over up to 15 weeks of annual leave per year
- ✓ Personal Leave: Six days per year
- ✓ Sick Leave: 15 days per year, unlimited accrual
- ✓ Compensatory Leave
- ✓ Military Leave
- ✓ Leave Bank and Employee-to-Employee Leave Donations
- ✓ Employee Assistance Program
- ✓ Flextime and Teleworking opportunities for some positions

\* Please note that the benefit information provided pertains to full-time, permanent employees. Health benefits coverage is available to qualified domestic partners. All benefits apply to part-time employees who work at least 50%, although leave is prorated based on number of hours worked. Contractual employees may enjoy some of these benefits.