



City of Irving Job Description

Public Safety Wellness Clinician

FLSA Status:	EXEMPT	Job Department:	Public Safety Wellness Division
Job Code:	J221	Reports To (Job Title):	Senior Public Safety Wellness Manager

PURPOSE

This position serves as a licensed behavioral health clinician with the City of Irving First Responders' Wellness Unit. The wellness unit clinician responds to assess, triage, and provides treatment and/or referrals for our first responders and their families. The wellness unit clinician will also assist in providing trainings, crisis intervention, liaison, and be expected to work non-traditional hours as assigned. There is a moderate latitude for the exercise of independent judgment. This position is differentiated from other mental health clinicians and counselors by the specialized trainings and intervention skills set required to engage with the targeted population on day one.

ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.*

- Perform crisis intervention services.
- Assist the peer support teams by providing clinical oversight of CISM interventions as needed.
- Assist the peer support teams by coordinating case management care, identifying care needs, provide brief mental health interventions, coordinate services, and follow-ups.
- Assist in assessing behavioral health care needs of our first responders and their families experiencing crisis or immediate care needs.
- Coordinate the responses of public safety and social service agencies.
- Maintain a resource list of mental health treatment and social services agencies vetted for first responders.
- Maintain and gather data for statistical monthly and yearly reports.
- Assist in providing training/education as it pertains to first responders' wellness, and development of educational programs as needed.
- Conduct active and assertive follow-ups to determine the outcome of referrals, providing additional advocacy as needed.
- Conduct advocacy and education within the City and the community about the program and its benefits to the overall wellness of our first responders.
- Participate regularly on ride along.
- Participate in both police and fire citizen's academy.

OTHER DUTIES AND RESPONSIBILITIES

- Consult with mental health ethical standards and legal counsel to ensure that policies comply with state and/or federal law.
- Perform related duties as assigned.
- Integrate family support.

- Clean, organize, and restock vehicle in a ready condition after each deployment.
- Be flexible as emergency services operate on a 24-hour clock; the clinicians' assigned work shift schedule may vary.

SUPERVISORY RESPONSIBILITIES

Supervisory responsibility is not a regular part of the position.

FINANCIAL / BUDGETARY RESPONSIBILITY

None.

QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skill, and/or ability required.*

EDUCATION

- Master's degree from a college or university accredited by an organization recognized by the Council of Higher Education Accreditation (CHEA) or by the United States Department of Education (USDE) with major course work in Counseling, Psychology, Social Work, or related field.

EXPERIENCE

- Minimum of three (3) years of related experience in the mental health field, specifically related to working with first responders.
- Prior experience should include the following:
 - Providing psychosocial assessments, treatment planning, services coordination, skills training, counseling, and crisis intervention services to first responders.
 - Case management, psychosocial education, skills training, or assessments, particularly with first responders.

CERTIFICATES, LICENSES, REGISTRATIONS

- Appropriate, valid, state-issued driver's license, or the ability to obtain one, is required.
- Licensed Professional Counselor (LPC), Licensed Psychology Associate (LPA), or Licensed Master Social Worker (LMSW), or psychology license required.
- Critical Incident Stress Management Certification.
- Eye Movement Desensitization and Reprocessing (EMDR) Trained (Minimum).
- Certified First Responder Counselor (CFRC).

KNOWLEDGE OF

- Confidentiality: Methods and techniques of the proper handling and precautions for classified confidential, and sensitive information.
- Research based mental health best practices and interventions as it relates to trauma, Post Traumatic Stress Disorder (PTSD), depression, anxiety, suicide prevention, interventions, and addiction.
- Clinical Diagnosis: Treatment methods, and triage/referral process.
- Individual interview techniques to obtain vital/all necessary information to ensure a prompt appropriate response to a particular situation and document an accurate and complete report of the services provided.
- Computer Usage: Computer hardware and software applications.
- Record Keeping: Principles and practices for collection and recording of information for use in report presentations.

SKILLS AND ABILITIES IN

- Active Listening: Listening to what others are saying and asking questions as appropriate.
- Written Expression: Communicating information and ideas in writing, so others will understand.
- Oral Expression under Duress: Communicating information and ideas in speaking so others will understand, often in stressful situations.
- Complex Problem-Solving: Identifying problems and reviewing related information to develop and evaluate options and implement solutions.
- Composure under Duress: Remaining composed and making sound decisions during stressful or sensitive circumstances, which includes responding with patience.
- Policy Comprehension: Interpreting and applying rules, regulations, policies, and procedures.
- Reading Comprehension: Reading and interpreting work documents.
- Basic Math: Adding, subtracting, multiplying, or dividing quickly.
- Sequencing: Correctly following a given rule or set of rules to arrange things or actions, which includes alphabetization.
- Critical Thinking: Using logic and analysis to identify the strengths and weaknesses of different approaches.
- Maintaining Current Knowledge: Reading, analyzing, and interpreting general business periodicals, professional journals, technical procedures, or governmental regulations.
- Visual Color Discrimination: Matching or detecting differences between colors, including shades of color and brightness.
- Spatial Orientation / Depth Perception: Knowing one's location in relation to the environment or knowing where other objects are in relation to oneself.
- Cooperation: Establishing and maintaining positive working relationships with those contacted in the course of work, which includes connecting with individuals engaged within area social systems.
- Reporting: Researching, analyzing, and compiling data and preparing concise documents.

GUIDANCE RECEIVED

Direction and Varied Methods

Typically receives general direction about assignments and work results to be attained. Requires judgment to determine which methods apply and what data/information should be considered.

Position must think through how issues can be addressed within existing policies and procedures and may assist others with more complex work methods and problems.

CONTACTS

This position coordinates with other staff, departments, officials, agencies, organizations, and the public.

EQUIPMENT AND PROPERTY

This position utilizes a computer and related equipment, typewriter, calculator, copier, fax machine and telephone.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.*

The employee is regularly required to talk, listen, see, walk, stand, and sit. Frequently, s/he is required to use hands to grasp, handle, or feel. Occasionally, s/he must lift and/or move up to 15 pounds. Occasionally, s/he is required to drive to various city sites.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.*

The work environments vary and include an office setting, police, and fire departments (various fire houses), commercial and/or social services agencies, and residential areas when working in the field.

* Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Note: A class specification is a general listing of duties, responsibilities, knowledge, skills, and abilities required of an incumbent assigned to a particular class of work. There may be one or multiple positions assigned to a single classification; therefore, the class specification lists those work attributes that are common to every incumbent in the class.