

EDITED KSAPC LISTING

CLASSIFICATION: Supervising Psychiatric Social Worker II, Correctional Facility (CF)

NOTE: *Each position within this classification may perform some or all of these KSAPCs.*

KSAPC Statements	
Knowledge of:	
K1.	Comprehensive knowledge of principles, procedures, techniques, trends, and literature of social work, in reference to casework to maintain a high standard of professional practice in the Parole Outpatient Clinic (POC).
K2.	Comprehensive knowledge of employment conditions and opportunities in California and facilities available for instruction, training and placement of parolees for successful integration into the community.
K3.	Comprehensive knowledge of current Diagnostic and Statistical Manual (DSM) diagnoses and psychopathology to best administer and supervise the care of the parolee population.
K4.	Basic knowledge of research methods applied to social work to implement evidence based treatment programs, identify resources and provide staff training.
K5.	Comprehensive knowledge of the social, economic, psychological, and behavioral changes necessary to reintegrate the parolee into the community.
K6.	Basic knowledge of the principles of program development and implementation to assist with the administration of the POC program.
K7.	Basic knowledge of the principles and techniques of personnel management, organization, administration and employee supervision and training to effectively provide guidance, direction and leadership to assigned staff.
K8.	Basic knowledge of the principles and practices of organization administration including program planning, monitoring, evaluating and budgeting to effectively manage treatment programs.
K9.	Basic knowledge of a variety of interventions to address personnel challenges (e.g., hostile employee, sexual harassment, family problems) in the workplace to implement appropriate management response.
K10.	Basic knowledge of supervision, planning, organizing, directing and monitoring the work of others to ensure the effectiveness of program operations by meeting deadlines, time constraints and adjusting to changes and assignments.
K11.	Comprehensive knowledge of characteristics and social aspects of mental and emotional disturbances and mental deficiency to provide effective therapeutic interventions to reduce reoffending and victimization.
K12.	Basic knowledge of the organizations, facilities, and services of public and private welfare and employment agencies available to parolees for successful integration into the community.
K13.	Basic knowledge of the trends in rehabilitation, re-entry, risk/needs assessment tool and case planning supported by evidence based practices to assist parolees' successful integration into the community.
K14.	Basic knowledge of purposes, scope, and operation of POC with particular reference to community programs for parolees to maintain a safe environment for the delivery of treatment services.

KSAPCs highlighted in bold text are not currently on the SPB classification specification

EDITED KSAPC LISTING

CLASSIFICATION: Supervising Psychiatric Social Worker II, Correctional Facility (CF)

NOTE: Each position within this classification may perform some or all of these KSAPCs.

KSAPC Statements	
<i>Knowledge of:</i>	
K15.	Basic knowledge of a supervisor's responsibility for promoting equal opportunity in hiring, employee development/promotion, and maintaining a work environment free of discrimination and harassment.
K16.	Basic knowledge of the supervisor's role in meeting the department's Equal Employment Opportunity (EEO) objectives to promote a diverse and non-hostile working environment.

EDITED KSAPC LISTING

CLASSIFICATION: Supervising Psychiatric Social Worker II, Correctional Facility (CF)

NOTE: *Each position within this classification may perform some or all of these KSAPCs.*

KSAPC Statements	
Ability to:	
A1.	Provide professional training to new and continuing employees to ensure clinical social workers maintain current standards of practice and skill levels.
A2.	Review case plans and assessments to provide recommendations to staff to ensure public safety and establish strategies for the successful rehabilitation and reintegration of parolees.
A3.	Supervise others, evaluate their work, and give in-service training to promote staff development.
A4.	Establish and maintain working relationships with those contacted during the course of daily work activities to facilitate the delivery of services.
A5.	Apply the principles, techniques and trends in the development of a treatment program to successfully reintegrate parolees into the community.
A6.	Provide field work training to clinical social workers to assist in meeting their education and practicum requirements.
A7.	Analyze situations accurately to determine and implement an effective course of action.
A8.	Communicate effectively (e.g., verbal, written and electronic) with individuals and/or groups to provide information, instruction/direction and maintain effective working relationships.
A9.	Contribute to the department's EEO objectives to comply with federal and state guidelines.
A10.	Travel to various locations within assigned region and statewide to effectively supervise clinical social workers and participate in management team meetings.
A11.	Facilitate meetings to provide direction, encourage staff participation, resolve disputes, and disseminate information.
A12.	Interpret, explain, and implement applicable rules and regulations to ensure POC compliance and effective program implementation.
A13.	Act independently to complete workload in a timely and effective manner.

EDITED KSAPC LISTING

CLASSIFICATION: Supervising Psychiatric Social Worker II, Correctional Facility (CF)

NOTE: Each position within this classification may perform some or all of these KSAPCs.

KSAPC Statements	
Personal Characteristics:	
PC1.	Demonstrate an objective and empathetic understanding of the problems of parolees to effectively rehabilitate.
PC2.	Willingness to work with the forensic population to provide mental health treatment and rehabilitative services to effectively reintegrate parolees into the community.
PC3.	Demonstrate tact when interacting with parolees and others to promote a respectful environment.
PC4.	Demonstrate emotional stability, maturity and integrity when interacting with parolees and others to maintain a healthy and productive work environment.
PC5.	Demonstrate patience when interacting with parolees and others to promote a calm environment.
PC6.	Demonstrate sound physical, mental and emotional health to perform assigned duties with the awareness of the forensic environment.
PC7.	Demonstrate keenness of observation to monitor the tone of the program.
PC8.	Work with staff to implement changes within the treatment programs.

EDITED KSAPC LISTING

CLASSIFICATION: Supervising Psychiatric Social Worker II, Correctional Facility (CF)

NOTE: Each position within this classification may perform some or all of these KSAPCs.

KSAPC Statements	
<i>Physical Characteristics:</i>	
PC1.	Demonstrate sufficient strength, endurance and physical agility necessary to meet the demands of the job.
PC2.	Apply fair, firm and consistent approach to parolees and staff to maintain accountability and promote a safe and secure work/living environment.