

YOUTH SERVICE WORKER II

NATURE OF WORK IN THIS CLASS:

This is complex youth service work concerned with the rehabilitation and social development of delinquent youths, or outreach activities for the curtailment of juvenile delinquency at the community level. Employees in this class may oversee the operation of an assigned community services and outreach center.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed).

Supervises activities in youth institutions; stimulates interest and cooperation in individual and group activities and observes youth behavior in response to treatment efforts; maintains proper conduct and security of delinquent youth on work, recreation, and educational assignments; prepares daily and special evaluations on delinquent youth; reports significant changes in social behavior and makes recommendations for changes in assignments.

Oversees the operation of an assigned community services and outreach center; develops and conducts recreational and educational programs for the center; coordinates community-based activities for youth in region.

Accepts referrals from any source for services; identifies service needs when possible, makes appropriate referrals, and provides short-term assistance where referral is not indicated after staffing with central unit.

Provides referral follow-up services, including monitoring, and feedback information to referral source.

Makes periodic visits to various homes within assigned neighborhood; confers with parents and offer practical advice to children on their problems; explains and interprets programs and objectives of the outreach centers; maintains close contact with the communities within region, i.e., visiting schools, commissioners, and "hang-outs".

Responsible for the upkeep and maintenance of assigned community services and outreach center.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the methods and practices of individual and group counseling.

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Knowledge of the physical and emotional needs and problems of adolescents.

Knowledge of basic health, safety, and first aid practices and methods.

Ability to lead and coordinate youth programs and activities.

Ability to learn and utilize available community and governmental youth services resources.

Ability to interpret, explain and apply the program's objectives and guidelines.

Ability to work effectively with the public and employees.

Ability to make work decisions in accordance with laws, rules and regulations.

Ability to communicate effectively, orally and in writing.

Ability to maintain records and prepare reports.

Skill in the safe operation of a motor vehicle.

MINIMUM EXPERIENCE AND TRAINING:

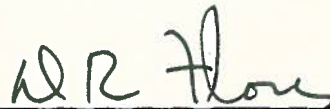
A) Two years of experience as a youth service worker or related work and graduation from high school; or

B) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

NECESSARY SPECIAL QUALIFICATION:

Possession of a valid driver's license.

ESTABLISHED: JULY 1980



DAVID R. FLORES, Executive Director
Civil Service Commission