

HARRIS COUNTY, TEXAS

Human Resources & Risk Management
1310 Prairie - Suite 400
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Benefits & Compensation (713) 755-5117
Risk Management & Safety (713) 755-8740
Hearing Impaired (713) 755-6870

ANNOUNCEMENT NUMBER: 14565-P

JOB TITLE: Youth Service Specialist*
Part Time

DEPARTMENT: Protective Services for Children and Adults
TRIAD Prevention Program
Services To At Risk (STAR) Youth

HOURS: 20 Hours Per Week
Requires Some Evenings and Saturdays

SALARY: Will Be Discussed in Departmental Interview
Plus Mileage Reimbursement
Based On 26 Pay Periods

EDUCATION: A Bachelor's Degree is required. A Master's Degree majoring in Psychology, Sociology, Social Work, Criminal Justice or a closely related field is preferred.

EXPERIENCE: One year experience working with adolescents and children in a youth service agency is required. Experience working in youth service agencies such as: Child Protective Services, Mental Health Mental Retardation Authority or Juvenile Probation is a plus.

JOB SKILLS: Must possess knowledge of child and adolescent development and community resources. Good oral and written communication skills are required; The ability to speak in front of large groups, teach others, and work independently with minimal direction and computer skills are required. Must possess the skill to deal with diverse populations and complex situations involving community agencies, schools, clients and staff. Bilingual in English and Spanish is preferred.

JOB DESCRIPTION: Provides services in the Services to at-Risk (STAR) Youth Program. Conducts skill building to multi-family and youth groups; universal prevention and case management services to children, youth and families living in Harris County through the STAR Program in conjunction with the STAR Therapists. Obtains resources for children, youth and their families. Arranges appointments and transports the child/youth/family if necessary or desired. Works cooperatively with other members of the collaborative program staff as well as other community resources. Tracks case information and enters it into case files and the Harris County Evolv System for program monitoring when required. Follows agency and departmental guidelines. Promotes the STAR Program and child abuse prevention in the community.

***GRANT FUNDED THROUGH AUGUST 12, 2011**

CLOSING DATE: Open Until Filled
APPLY AT: 1310 PRAIRIE - SUITE 170

UPON RECEIVING A CONDITIONAL OFFER OF EMPLOYMENT, ALL APPLICANTS ARE SCREENED FOR THE PRESENCE OF ILLEGAL DRUGS.