

<b>Job Title</b>	Public Defender Client Services Specialist
<b>Employer/ Agency</b>	Contra Costa County
<b>Job Description</b>	<p>The Contra Costa County Public Defender's Office is recruiting to fill a vacant Public Defender Client Services Specialist position. This position is located in the Public Defender's office and reports to an Assistant Public Defender. Under general supervision the incumbent that fills this position will develop a knowledge base of local resources for alcohol and other drug treatment services available to public defender clients. This position will interview adult and juvenile clients of Public Defenders in and out of custody to secure background information regarding treatment needs, conduct psychological and social assessments, and prepares written reports and recommendations for rehabilitative treatment and placements, and to do related work as required.</p> <p>The eligible list established from this recruitment will remain in effect for twelve (12) months.</p>
<b>Qualifications</b>	<p>License Required: Possession of a valid California Motor Vehicle Operator's License. An out of state valid Motor Vehicle Operator's License will be accepted during the application process. Education: Possession of a Bachelor's degree from an accredited college or university with a major in psychology, sociology, social welfare, or a closely related field. Experience: Three (3) years of full-time or its equivalent as a social worker or certified drug and alcohol counselor, Substitution: A Master's degree in Social Work, Psychology or a closely related field may be substituted for one (1) year of the required experience.</p>
<b>Salary/Hours</b>	\$56,242.20 - \$68,362.68 Annually
<b>Employer/Agency</b>	Contra Costa County
<b>City, State, Zip</b>	Contra Costa County, CA
<b>Application Method</b>	<p>1. Application Filing: Applicants are encouraged to apply on-line at Contra Costa County Department of Human Resources, or, a completed Contra Costa County application and Supplemental Questionnaire must be received or postmarked by 5pm Friday, November 22, 2013. Faxed applications WILL NOT be accepted. Resumes may not be substituted for the official County application. An application may be obtained by visiting our office at 651 Pine St., 2nd floor, Martinez, CA 94553, or the County Application can be received by visiting our website at the web link listed above. To view the knowledge, skills, and abilities associated with this position, please visit <a href="http://www.cccounty.us.hr">www.cccounty.us.hr</a> to see the detailed job description.</p> <p>2. Application Evaluation: Depending on the number of applications received, an Application Evaluation Board may be convened to evaluate and select the best-qualified candidates for invitation to the next phase of the examination.</p> <p>3. Oral Interview: An oral interview will be conducted by a Qualifications Appraisal Board in Martinez, CA. The Board will evaluate candidates in job-related areas. Candidates must receive a rating of at least 70 from a majority of the Board members to be ranked on the employment list. (Weighted 100%)</p> <p>The Human Resources Department may change the examination steps noted above in accordance with the Personnel Management Regulations and accepted selection practices.</p>
<b>Opening Date</b>	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at [mswjjobs@central.uh.edu](mailto:mwjjobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.