

HARRIS COUNTY, TEXAS

Human Resources & Risk Management

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Employment & Training

Benefits & Compensation

Risk Management & Safety

Hearing Impaired

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ANNOUNCEMENT NUMBER: 00320

JOB TITLE: Youth Service Specialist

DEPARTMENT: Protective Services for Children and Adults
Community Youth Services – Galena Park ISD

HOURS: 8:00 a.m. – 5:00 p.m.
Monday -- Friday

SALARY: Bachelor's Degree: \$3,010.80 - \$3,421.80 Month
Master's Degree: \$3,312.47 - \$3,764.80 Month
Plus Mileage Reimbursement
Based On 26 Pay Periods

POSITION DESCRIPTION: The school-based Youth Service Specialist provides early intervention, prevention and case management services for "at risk" students in the school district.

- Addresses the social, economic and academic needs of students experiencing school behavior problems, parent/child conflicts, runaway, truancy, medical issues, basic needs, etc.
- Partakes in a free, voluntary program that accepts referrals from any source and seeks to resolve issues at the earliest possible level and in the least stigmatizing way.
- Collaborates with schools and other agencies in a fast-paced environment.
- Refers families for social services and other community resources as appropriate.
- Works as a team member in the delivery of services.
- Maintains close communication with unit supervisor, staff, other professionals, and agency and community resources.
- Attends staff training/meetings.
- Other duties as assigned within the scope and responsibilities of the position.

REQUIREMENTS:

- Bachelor degree majoring in psychology, sociology, social work, criminal justice or other behavioral or social science.
- One (1) year of verifiable paid work experience, working with youth and their families in a youth service agency in an institutional, counseling or social service setting.
- Good knowledge and thorough understanding of adolescent problems and stages of development.
- Basic computer skills including proficiency in Microsoft Office programs.

- Excellent casework and documentation skills.
- Ability to work with children and adolescents as well as other agencies and/or systems.
- Ability to communicate clearly, both orally and in written form.
- Ability to work independently with minimal direction.
- A valid driver's license (Texas upon hire).
- Reliable transportation and liability insurance while employed.

PREFERENCES:

- Master's degree in a Behavioral or Social Science field.
- Experience working with Harris County Protective Services for Children and Adults, TDFPS, a Juvenile Probation Department or a Mental Health Mental Retardation Authority operating in Texas.
- Professional licensure such as LCDC, LBSW, LMSW, etc.
- Knowledge of the Juvenile Justice System and/or Texas Department of Family and Protective Services.
- Knowledge of Harris County community resources.
- Bilingual in Spanish.

HARRIS COUNTY HAS AN EMPLOYMENT AT WILL POLICY

CLOSING DATE: Open Until Filled

APPLY AT: <http://www.harriscountytexas.gov/hrrm/employment.aspx>

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