

GENERAL DESCRIPTION OF CLASS

The DIVERSION SPECIALIST screens and evaluates youths in danger of commitment, and makes recommendations regarding appropriateness for their placement in community-based treatment programs (diversion programs) as an alternative to MacLaren or Hillcrest. Diversion Specialists act as liaisons between county juvenile departments, Children's Services Division, and the diversion program providers, in an attempt to find suitable programs for youths involved in criminal activity, drugs, and alcohol. Each Diversion Specialist is responsible for an area involving several counties.

DISTINGUISHING FEATURES

This is a single classification and not currently part of a series of classes.

DUTIES AND RESPONSIBILITIES

- 1.**Placement.** Typical tasks: reviews case history of each candidate considered for placement in a diversion program; conducts interviews with the candidate, the referring court counselor or caseworker, the parole officer serving the diversion program, and the appropriate diversion program provider; documents findings and makes recommendations to the court regarding placement of juveniles in diversion programs; acts as liaison between county juvenile department, Children's Services Division (CSD), and the community in an attempt to utilize current resources or develop new resources to support the needs of adjudicated delinquent youth.
- 2.**Meetings.** Typical tasks: attends regular meetings with diversion program providers to evaluate and review program standards and space availability; attends meetings with central office staff, juvenile court personnel, parole officers, screening committee, CSD branch workers and other diversion specialists, to exchange history and rehabilitation progress on juvenile offenders and information regarding diversion program providers; acts as liaison between county juvenile departments, Children's Services Division, and the community in an attempt to utilize current resources or develop new resources to support the needs of adjudicated delinquent youth.
- 3.**Report Writing.** Typical tasks: writes a variety of reports regarding juvenile court hearings, program/treatment recommendations, summaries of rehabilitation efforts/progress, and diversion program evaluations.
- 4.**Travel.** Typical tasks: regularly drives throughout an area encompassing 5 to 13 counties to attend court hearings, meet with program providers, juvenile court personnel, or CSD branches to exchange program information, and to screen and interview juveniles for diversion programs; transports delinquent youth to community placements or to and from court hearings.

RELATIONSHIPS WITH OTHERS

Employees in this class are in contact daily by telephone or in person with county court caseworkers and CSD caseworkers, juvenile court counselors, and parole officers to exchange information on juveniles pertaining to screening and referrals to diversion programs.

Employees meet or correspond regularly with diversion program providers to screen prospective youth and to evaluate program for suitability and success ratio. Employees meet weekly with delinquent youth to gain information needed for placement in diversion programs. The Diversion Specialist meets with, telephones, or corresponds with juvenile court directors, CSD branch and regional managers, community alternatives manager, and the parole manager to share relevant information about youth.

SUPERVISION RECEIVED

Employees in this class work independently in the field. Employees are supervised by a Parole Supervisor. Work is reviewed during monthly conferences and frequent in person and telephone contact, to discuss problems or issues concerning juveniles in a diversion program, juveniles being considered for one, or a program provider. Work is also reviewed through monthly reports for program effectiveness and by ongoing feedback from program providers, courts, CSD branches, and MacLaren and Hillcrest staff. Work must comply with State and Federal laws regarding juvenile corrections and juvenile rights, agency policy, and Administrative Rules covering all aspects of the job, Oregon Mental Health Rules regarding drug and alcohol assessment, Oregon Juvenile Court proceedings, and policies relating to contracted private care agencies.

GENERAL INFORMATION

Positions in this class work with juveniles in danger of commitment and require the willingness to work in the environment associated with the position's location and purpose. Positions require the ability to operate a motor vehicle to transport youth and the ability to travel to court hearings and branch offices within assigned geographic area.

KNOWLEDGE, SKILLS, AND ABILITIES (KSA)

General knowledge of human behavior and abnormal behavior patterns.
 General knowledge of substitute care system and policy.
 General knowledge of various treatment modalities and the type of youth they best serve.
 Basic knowledge of juvenile correctional system.
 Basic knowledge of juvenile court procedures.

Skill in assessing antisocial behavior.
 Skill in interviewing to obtain needed information.
 Skill in communicating on a one-to-one basis and in groups to provide or exchange information or communicate professional opinions.
 Skill in preparing written reports which contain recommendations, evaluations or technical material.

Ability to gain knowledge of community based treatment programs for juveniles.
 Ability to learn and apply agency policies regarding substitute care and parole.
 Ability to learn and apply mental health policies on drug and alcohol treatment and assessment.
 Ability to review and evaluate community based treatment programs for juveniles.
 Ability to provide effective testimony in court.
 Ability to interpret psychological reports.
 Ability to read and understand police reports.
 Ability to utilize and develop community resources to support needs of adjudicated delinquent youth.
 Ability to operate a motor vehicle to transport youth.
 Ability to defuse and control juveniles in crisis.

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. ABILITIES may be required for initial consideration, at any time during the selection process, or during a trial service period as a final stage of the selection process. Some duties performed by positions in this class may require different KSA's. No attempt is made to describe every KSA required for **all** positions in this class. Additional KSA requirements will be explained on the recruiting announcement.

Adopted 4/90

Revised

Examples of work are typical of duties assigned to this class. No attempt is made to describe every duty performed by all positions in this class.