

JOB DESCRIPTION

Benchmark Job #339

Ministry: Forensic Psychiatric Services Commission
Branch: Forensic Psychiatric Services
Location: Burnaby

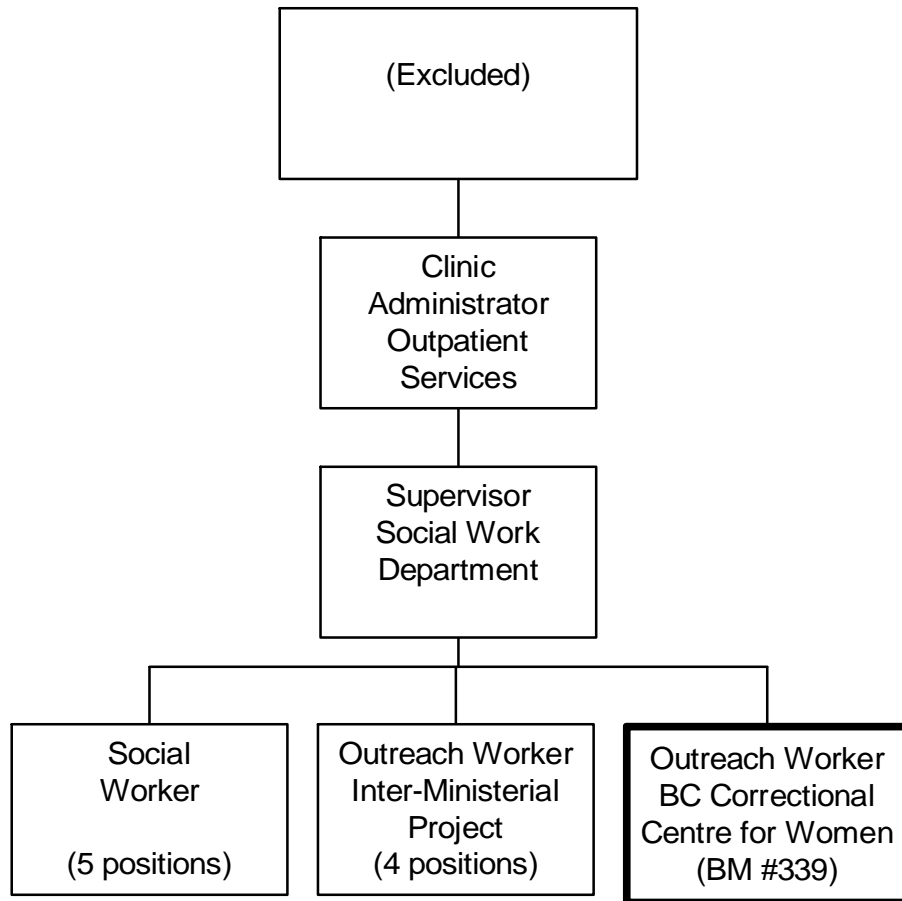
Working Title: **Outreach Worker**
Level: Range 21
Classification: Social Program Officer

PRIMARY FUNCTION

To work with offenders, in the BC Correctional Centre for Women, who have chronic mental health and recidivism problems and are within three months of release, to assess what they need for successful functioning within the community and facilitate their transition into the community.

JOB DUTIES AND TASKS

1. Assesses what clients need for successful transition to the community
 - a. accepts referrals from Corrections staff, Psychologists or Psychiatrist and identifies appropriate clients by reviewing file documentation and interviewing case workers and clients
 - b. reviews client history by examining police and pre-sentence reports, psychiatric and psychological assessments, case management assessment, court transcripts and related documents
 - c. meets with client to identify problems
 - d. determines suitability and availability of relevant community resources
2. Develops case and release plans with clients and keeps progress notes
 - a. develops case plan with the client to help the client make the transition from prison to the community
 - b. employs interventions such as supportive counselling, recreational programs, life skills, grooming and hygiene, family reintegration, etc.
 - c. educates clients about their illnesses, medications, side effects and impacts of substance abuse
 - d. assists clients with parenting skills and attends visits with their children
 - e. liaises with other case workers, family members and community agencies involved with client to facilitate successful transition to the community
 - f. liaises with Crown Counsel and Probation Officers to recommend conditions for probation/parole
 - g. discusses pertinent behavioural, medical and treatment issues with psychiatric staff
 - h. develops release plans with client including securing residence, organizing financial assistance, community transportation and job resources
 - i. monitors case plans and re-examines or modifies intervention in consultation with the transition team to meet the changing needs of client
 - j. serves as advocate to enhance client's access to community resources and assists client in application for benefits and services (e.g., social assistance, birth certificate, disability benefits, etc.)
3. Performs other related duties
 - a. opens case files and maintains documentation and progress notes on clients
 - b. escorts clients on day passes (i.e. temporary absences) to community treatment sessions, appointments, recreational activities, etc.
 - c. provides supportive counselling to assist other staff to de-escalate situations where offender is acting out
 - d. attends daily sentence management and health care meetings at Correctional Centre to exchange information on clients
 - e. attends weekly case conference meetings with Corrections' staff to discuss shared cases
 - f. arranges for property storage and rent payments and assists clients in moving into new accommodation or out of old accommodation



REASON FOR CLASSIFICATION

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the theory of social work to assess the needs of multi-problem female offenders, develop case and release plans, employ interventions such as supportive counselling and establish links with resources in the community to ensure clients' successful functioning in and transition to the community.</p>	H	280
2	<p>MENTAL DEMANDS Judgement to modify treatment strategies in working with multi-problem women offenders to assess their needs, develop and modify case plans and employ interventions to ensure their successful functioning in the community; develop release plans to secure residence, transportation, finances and job; and act as an advocate for client in accessing community resources.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATIONS SKILL Persuasion required to use basic counselling skills to provide supportive counselling, life skills and family re-integration and to de-escalate situations where offenders are acting out.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Moderate coordination and dexterity required to drive vehicle while taking client to community resources and visiting clients living in the community.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by ministry social work guidelines and standards, applies accepted work methods in a different way to develop and modify case and release plans for multi-problem women offenders, provide interventions such as supportive counselling, life skills and family reintegration, and establish effective links with community resources.</p>	E	120
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Financial responsibility to complete own travel expense forms.</p>	A	5
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Moderate responsibility to set up and maintain case files on female offenders and to drive a vehicle while transporting clients.</p>	C	15

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	RESPONSIBILITY FOR HUMAN RESOURCES Limited responsibility for human resources to provide informal orientation to the workplace to new employees.	A	5
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Considerable care and attention to assess and counsel clients to ensure their successful functioning in the community and to escort inmates to appointments in the community while on temporary absence.	E	40
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused sensory concentration to frequently read assessments, case files and other documentation and to frequently listen and observe while assessing clients and providing counselling.	C	12
11	PHYSICAL EFFORT Relatively heavy physical effort to regularly lift and carry moderate weight boxes and furniture while assisting clients to move their belongings.	D	18
12	SURROUNDINGS Exposure to involvement with unpredictable offenders at the B.C. Correctional Centre for Women, almost always.	D	9
13	HAZARDS High level of hazards from exposure, almost always, to the possibility of violence from offenders at the BC Correctional Centre for Women.	E	12

Total Points: 776

Level: Range 21