

CLASSIFICATION COUNSELOR 1, 2, AND 3

Abolished Effective July 1, 2007

Definition: Performs pre-parole counseling, resident program planning and other counseling services in an adult correctional institution.

Positions in this class series are allocated on the basis of complexity and specialization of the caseload and the attendant requirement of from routine to in-depth counseling services and skills. Classification Counselor 1 is the entrance level, and positions in this class normally perform the less difficult counseling under closer supervision. The 2 class may be described as the working level and performs varied, semi-intensive counseling under limited supervision. The 3 class is the specialist or intensive services worker handling the more difficult cases in such areas as drug addiction, assault, sex offenses and psychopathic behavior. Supervision may be a function of some 3 level positions.

Typical Work

Counsels with and advises residents to assist them in improving their personal outlook, adjustment to basic living problems and social behavior;

Attends weekly Institution Classification Committee sessions, discusses and makes recommendation to the committee regarding resident's progress and program;

Interviews residents to obtain and compile personal data and social background; contacts friends, relatives, teachers, and public and private agencies to secure information on the resident's background, personal history and social adaptability;

Attends and participates in or conducts group therapy sessions; screens mail and visiting applications; prepares admission summaries;

Serves legal papers on residents regarding court actions, divorce, separations, consents for adoption and other legal actions;

Performs intensive counseling in either diagnosis or treatment; serves as member of adjustment committee on selected cases and recommends actions to be taken;

Compiles and prepares reports on the resident's progress, reactions and overall adjustment; recommends treatment, training, and release of individuals;

Performs other work as required.

Knowledge and Abilities

Knowledge of: fundamentals, basic concepts and principles of the social sciences with particular reference to individual and group behavior, motivation and social disorganization; interviewing techniques.

Ability to: gain the confidence and cooperation of socially maladjusted persons; establish a working relationship with the offender and staff; appraise behavior accurately, and adopt a workable course of action; speak and write effectively.

Minimum Qualifications

Classification Counselor 1

A Bachelor's degree, involving major study in one of the social sciences or closely related field.

OR

Satisfactory completion of two years of college in one of the social sciences or in a closely related field and two years of experience in adult corrections, juvenile corrections, rehabilitation or social casework.

Note: Corrections experience means that the focus of the work is dealing directly with inmates a majority of the time.

Classification Counselor 2

A Bachelor's degree, involving major study in one of the social sciences or closely related field, and one year of social service or corrections experience.

OR

Satisfactory completion of two years of college in one of the social sciences or in a closely related field and three years of experience in adult corrections, juvenile corrections, rehabilitation or social casework.

Graduate training in one of the social sciences or in a closely related field will substitute for one year of the experience stated above.

OR

One year as a Classification Counselor 1 in Washington State service.

Note: Corrections experience means that the focus of the work is dealing directly with inmates a majority of the time.

Classification Counselor 3

A Bachelor's degree, involving major study in one of the social sciences or closely related field, and two years of professional counseling or casework experience.

OR

Satisfactory completion of two years of college in one of the social sciences or in a closely related field and four years of professional counseling or casework experience.

Graduate training in one of the social sciences or in a closely related field will substitute for one year of the experience stated above.

OR

One year as a Classification Counselor 2 in Washington State service.

Note: Corrections experience means that the focus of the work is dealing directly with inmates a majority of the time.

New class series: 5-1-66

Revised minimum qualifications: 11-9-70

Revised minimum qualifications: 10-16-75

Revised definition and minimum qualifications: 6-11-82

Revised minimum qualifications: 10-13-89

Revised minimum qualifications: 9-10-99