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HOW TO APPLY

Clicking on the **APPLY NOW** link next to the job title on the Open Competitive Listing will bring you to the online application process.

ADDITIONAL INFORMATION

Your application evaluation results will be emailed to the address you use to login to your online account.

Qualified applicants will be placed on an Employment Register for this classification.

The Bureau of Human Resources reserves the right to use any scoring methods necessary to identify the most qualified candidates.

Career Opportunity Bulletin

Correctional Acuity Specialist

Code: 411400

Pay Grade: 19 (\$18.49-\$23.45/hr.)

Plus \$1.00 per hour direct care stipend.

Open for Recruitment: April 27, 2018 – May 10, 2018

CURRENT VACANCY INFORMATION

The Department of Corrections is accepting applications for Correctional Acuity Specialists at the Maine State Prison in Warren, Maine.

JOB DESCRIPTION

This is investigative and protective services work involving the custody, security, treatment, rehabilitation, and emergency response to individuals experiencing moderate to acute psychiatric crisis while committed to an adult mental health correctional unit. Work includes monitoring prisoner behavior, directing and overseeing activities, enforcing discipline, preparing behavior and incident reports, participating in the development and implementation of treatment strategies, integrating daily activities with treatment goals, recommending and/or implementing actions or interventions to prevent escalation of behaviors or injury, and providing technical support services to correctional staff in the application of crisis prevention activities. Work is performed under limited supervision.

REPRESENTATIVE TASKS (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

- Observes, monitors, controls, evaluates and communicates directly with prisoners experiencing crisis and/or involved in activities within a specified area in order to assess mental status, current level of functioning, danger to self or others, and to ensure observance of institutional rules and to ensure security and safety.
- Intervenes in and controls acts of negative behavior and violence using physical force, restraints, firearms, chemical weapons, and other methods in order to ensure and maintain order and security.
- Evaluates potential problems as well as emergency situations and takes corrective action in order to maintain order and security.
- Serves as a fully participating, voting member of the Unit Management treatment team and makes recommendations regarding transfers,

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classification status, and job assignments in order to assist in the rehabilitative process and ensure effectiveness of unit operations.

- Investigates and reports violations of institutional rules to supervisory officers in order to provide information and ensure and maintain safety and security.
- Responds to requests for guidance and/or support from service providers and other mental health workers in order to resolve crisis situations involving adults experiencing moderate or acute psychiatric crisis.
- Determines and initiates actions or interventions in order to resolve crisis situations.
- Observes implementation of crisis prevention activities in order to comply with applicable laws, rules, policies, procedures, and to recommend staff training.
- Provides functional supervision and instruction to staff in order to ensure consistent application of appropriate methods and techniques of crisis stabilization activities.
- Participates in review meetings to document crisis events, agency actions, and outcomes in order to gather and analyze data to identify improvements, develop recommendations, determine adequacy of crisis stabilization plans, and to follow-up on results to prevent future occurrences.
- Confers with other multi-disciplinary team members in order to provide information and make recommendations to develop and update crisis intervention plans and enhance treatment quality and effectiveness.
- Trains and mentors others in specific crisis stabilization methods and techniques in order to improve and maintain safety.
- Proposes changes to policies and procedures in order to improve the safe and therapeutic treatment of prisoners.
- Observes, identifies, and records physical or psychological changes in prisoners and notifies appropriate staff in order to promote proper intervention.
- Consults daily with others to gain prisoner information, identify behavioral triggers, and make relevant prisoner observations in order to assist with strategic planning and communicate relevant information to others to promote a safe and therapeutic setting.
- Participates in unit searches in order to secure contraband and reduce or eliminate threat of escalated prisoner behavior.

KNOWLEDGE, SKILLS & ABILITIES REQUIRED TO PERFORM THE JOB SUCCESSFULLY:

- Knowledge of applicable laws, rules, policies, and procedures.
- Knowledge of prisoner motivation and psychology.
- Knowledge of problems associated with institutional life.
- Knowledge of legal requirements and procedures related to the chain of custody of evidence, evidence recognition, and evidence preservation.

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- Knowledge of search methods and techniques.
- Knowledge of psychiatric and basic medical terminology.
- Knowledge of prisoner needs.
- Knowledge of mental illness symptoms, treatments, and effects on functional ability.
- Knowledge of prisoner rehabilitation and treatment programs.
- Knowledge of mental health community support systems.
- Knowledge of crisis intervention theory and practice.
- Knowledge of interpersonal and family dynamics as they affect the behavior of families of and individuals experiencing mental illness.
- Ability to stand for long periods of time.
- Ability to utilize standard desk-top computer and applicable technology.
- Ability to evaluate mental status and assess potential danger to self or others.
- Ability to interpret and enforce correctional rules, regulations, policies, practices, and procedures.
- Ability to make decisions and act quickly in emergency and dangerous situations.
- Ability to perform various strenuous duties such as climbing stairs and/or escorting unruly prisoners.
- Ability to obtain, analyze, and interprets prisoner information and to collaborate with others to implement short-term treatment plans.
- Ability to plan, organize, and prioritize work.
- Ability to respond effectively and appropriately in and to crisis situations.
- Ability to establish, coordinate, and maintain effective working relationships.
- Ability to model appropriate behavior, attitude, ethics, and morals.
- Ability to observe changes in prisoners' behavior.
- Ability to acquire and retain all necessary certifications.
- Ability to work independently.
- Ability to identify safety hazards, evaluate threats, and take corrective action in compliance with applicable laws, rules, policies, procedures, and standards.
- Ability to restrain prisoners using non-abusive restraint methods.
- Ability to communicate effectively.
- Ability to write clearly and effectively.

MINIMUM REQUIREMENTS

In order to qualify, you must have four (4) years of education and/or experience which would provide knowledge and abilities in the treatment of individuals with mental illness, or developmental disabilities and/or behavioral intervention in a correctional setting.

LICENSING/CERTIFICATION REQUIREMENTS

Certification of completion of the 80-hour Basic Corrections Training Course.

Certification of completion of Mechanics of Effective Restraint Control (MERC)

Value of State-paid Dental Insurance: \$13.13 biweekly

Value* of State-paid Health Insurance:

- Level 1: 100% State Contribution (employee pays nothing): \$397.61 biweekly
- Level 2: 95% State Contribution (employee pays 5%): \$377.73 biweekly
- Level 3: 90% State Contribution (employee pays 10%): \$357.85 biweekly
- Level 4: 85% State Contribution (employee pays 15%): \$337.97 biweekly

*The level of the actual value of state paid Health Insurance will be based on the employee's wage rate and status with regard to the health credit premium program as of July 1, 2015

Value of State's share of Employee's Retirement: 20.3% of pay.