

PSYCHOLOGICAL SERVICES MANAGER

NATURE AND VARIETY OF WORK

This is highly responsible management-level professional, supervisory and administrative work in directing a comprehensive psychological services program normally within a public safety agency (e.g., Police, Fire). Incumbents supervise plan and administer programs and activities designed to address job-related stress and problems within a public safety department, or to develop assessment techniques designed to evaluate psychological/behavioral traits and characteristics within the workforce. Work assignments are performed with the highest degree of competency in providing services to clients and/or in developing psychological/behavioral profiles. Work is performed independently under the supervision of an equivalent Deputy Chief position and evaluated based upon a review of reports, products, and conferences and the efficiency and effectiveness of the operation.

EXAMPLES OF WORK (ILLUSTRATIVE ONLY)

Exercises the full range of supervisory responsibilities over subordinate level positions.

Designs, implements and administers a confidential Psychological Services Program for the public safety agency (e.g., Police, Fire).

Meets with departmental representative and establishes a communicative program for the flow of information to departmental personnel concerning the goals and objectives of the program.

Designs/directs specialized training for departmental personnel in the areas related to stress management, hostage rescue, barricade and suicidal situations, and crisis intervention.

Rides in the field to observe and assess officers in high stress task situations and works with supervisors and staff in assessment of performance problems.

Serves on committees as assigned and may assist personnel and families on off-duty time to locate needed mental health programs.

Willingly and cooperatively performs tasks and duties which may not be specifically listed in the class specification or position description, but which are within the general occupational category and responsibility level typically associated with the employee's class of work.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES

Extensive knowledge of psychological principles, methods and techniques.

Extensive knowledge of the application of psychology to social deviation, substance abuse, marital problems and other stress factors found in police environment.

Extensive knowledge of normal, abnormal, social, experimental and physiological psychology.

Extensive knowledge of the use, analysis and interpretation of psychodiagnostic tests.

Extensive knowledge of research methodology and statistics.

Knowledge of principles of organization and administration.

Skill to establish and provide effective consultation and clinical services.

Ability to plan, organize and assess intermediate and long term needs and formulate appropriate departmental psychological services, objectives and programs.

Ability to supervise, train, instruct and motivate staff.

MINIMUM QUALIFICATIONS

Graduation from an accredited college with a Doctoral degree in Clinical Psychology and three (3) years of post-doctoral experience with at least (2) years in a supervisory or management level capacity. Certification by Maryland State Board of Examiners for Psychologists.

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REVISED CB-52-1989

REVISED 1991

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