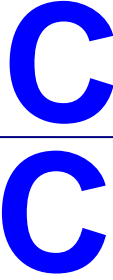




**CAYUGA
COUNTY**

Z:\Civil\JobSpecs\Assoc
Psychologist I (CMH)



An Equal Opportunity - Affirmative Action Employer

CIVIL SERVICE COMMISSION

TITLE:	Associate Psychologist I
JURISDICTIONAL CLASS:	Competitive
CIVIL DIVISION:	Cayuga County Community Mental Health
ADOPTION: CSM	3/12/08
REVISED: CSM	3/29/08

DISTINGUISHING FEATURES OF THE CLASS:

The work involves professional responsibility for selecting, administering, scoring and interpreting psychological tests in the community mental health facility. The work is performed under the general supervision of a Psychologist or Supervising Social Worker. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Participates in a multi-disciplinary psychiatric team setting;
- Evaluates and diagnoses patients utilizing psychological testing instruments;
- Participates as a team member providing intake services, screening, diagnostic, and clinic treatment services;
- Administers psychological tests to patients;
- Prepares reports based on psychological testing to assist in the evaluation and diagnosis of patients;
- Maintains information regarding community resources and identifies unmet service needs;
- May offer community education services related to mental health issues;
- Records case notes as required;
- Maintains client case loads.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, & PERSONAL CHARACTERISTICS:

- Thorough knowledge of the practices and procedures of psychology and the social factors affecting individuals' mental health;
- Ability to organize work effectively;
- Ability to relate well to a diverse population;
- Ability to interpret federal, state, and local laws affecting medical and health programs;
- Ability to prepare reports both orally and in writing;
- Sound judgment and decision making skills;
- Ability to work independently;
- Ability to maintain confidentiality;
- Ability to effectively work in highly stressful situations;
- Tact.

MINIMUM QUALIFICATIONS: EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Master's Degree in psychology and 1 year of full-time or equivalent part-time paid experience in a community mental health program; OR
- (B) Graduation from a regionally accredited or New York State registered college or university with a Master's Degree AND a Certificate of Advanced Study in counseling services, school psychology OR other equivalent human services program, AND 2 years of full-time or equivalent part-time paid experience in a community mental health program.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

Certain assignments made to employees in this class will require reasonable access to transportation to meet fieldwork requirements made in the ordinary course of business in a timely and efficient manner. Operation of county-owned vehicles requires employees to possess a current valid New York State Motor Vehicle Operator's license.