

**Third Judicial Circuit of Michigan
Office of Human Resources**

Classification Code: 600-016

Date Issued: 07/15/2014

Title: PSYCHOLOGIST-Ph.D. (fully licensed)

SUMMARY:

Under direct supervision, is responsible for providing assistance, psychotherapeutic services, assessment and/or mediation services to client population including youths, adolescents, families, and adults. Serves the Court in a capacity that provides assistance with judicial decisions, accurate record keeping and premium customer service.

ESSENTIAL FUNCTIONS:

1. Maintains current case and statistical records to ensure documentation requirements.
2. Provides Clinical supervision of limited license psychologists and psychology interns.
3. Assists with identification and evaluation of needs and the development and implementation of policies, procedures and programs, making recommendations as appropriate.
4. Conducts specialized assessments including but not limited to competency and criminal matters.
5. Performs word processing functions, including composition, proofreading, and checking work for accuracy.
6. Develops and provides therapeutic and treatment plan services to youths and families through: assessments/mediation, conducting group, individual, and family psychotherapy.
7. Provides recommendations to the Court concerning custody and parenting time.
8. Provides youths and families with referrals to professionals and resources that assist with treatment.
9. Assists youths and families with problem-solving by providing family, marital, and individual counseling.
10. Complies with all Court, Clinic, Community Mental Health, Medicaid, and Commission on Accreditation of Rehabilitation Facilities (CARF) standards.
11. Selects, administers, and interprets psychological tests concerning children, adolescents, and adults.
12. Provides the Court with reports, signed agreements and expert testimony when required.
13. Performs other duties as assigned.

QUALIFICATIONS:

- Doctorate in Psychology from an accredited college or university.
- At least one year of post graduate experience providing therapeutic services, assessments and/or mediation services for youths and families (may include child custody, parenting time or legal conflicts).
- Credentialed mediator or ability to obtain mediator credentials within six months of starting position where required.

ABILITIES:

- Knowledge of the community and its resources.
- Ability to perform psychological testing concerning children, adolescents, and adults.
- Proficient using Microsoft Office Suite.
- Ability to effectively communicate verbally; to write clearly and concisely; to interact with those from various backgrounds; to understand the speech of another person.

LICENSES, CERTIFICATIONS OR SPECIAL REQUIREMENTS:

- Current Michigan Licensed Psychologist (LP) in good standing.
- Candidates considered for placement in this job title will be subject to a criminal background investigation.
- A valid Michigan driver's license, no fault insurance, and access to a vehicle to use in the performance of assigned duties may be required.

The above statements describe the general nature and level of work performed by employees assigned to the class. Incumbents may be required to perform job-related responsibilities and tasks other than those stated in this description. Specific job duties vary from position to position.

Notes:

07/15/2014	Updated for content and format
12/05/2014	Updated for content (License requirement)
5/5/2016	Updated for content