

**Whitman Community Fellow Program**

**FELLOW POSITION DESCRIPTION**

**Name of Organization:** Walla Walla County Department of Court Services, Juvenile Justice Center

**Title of Fellow:** Residential and Day Reporting Program Assistant (RDRPA)

**Proposed Hours of Work/Days of Week:** Flexible up to 10 hours a week.

**Supervisor's Name:** Norrie Gregoire, Detention Manager

**Detention Vision Statement:** Every youth receives the services necessary to overcome challenges and achieve success.

**Detention Mission Statement:** To improve community safety and enhance quality of life by promoting pro-social skills and behavior through structure, accountability, education and treatment.

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**1. Explain how your organization can support the intellectual and professional interests of a Fellow for one academic year.**

The Department of Court Services offers a Whitman Fellow an experiential learning opportunity that is challenging, unique, and rare. The Department, under the auspices of Walla Walla County Superior Court, supervises at-risk youth, truants, diverted and adjudicated youth. The RDRPA Fellow will have the opportunity to observe court, participate in treatment team meetings, assist detention staff, and build rapport with youth detained in the Department's custody facility. We cannot say that the Fellow will provide counseling, but the Department will provide exposure to Motivational Interviewing and Dialectical Behavior Therapy and encourage the Fellow to apply those skills during interaction with youth.

**2. Describe the role of the supervisor and how he will enhance the Fellow's learning experience. How much time will be spent with the Fellow?**

The Detention Manager and staff training officer will mentor the Fellow through reading assignments, meetings with residents, shadowing custody and education staff, and observing other service providers. Fellow will attend juvenile court hearings and case staffings, as needed. When the Detention Manager is not available on site, a Lead Officer will be available to mentor the Fellow.

**3. Approximately what percentage of work time will be on site? What percent of work will be remote? Please explain what “on site” and “remote” means for this project.**

All work will be performed on site, though we have multiple sites. Pathways back is located in a portable classroom next to the facility proper. Superior Court is located a block from JJC.

**4. Explain the project or tasks you have for the Fellow. What does it entail?**

The Fellow’s primary duty is to work individually with youth held at the Detention Center. Focus will be primarily on youth with “red flag” answers on the Mental Health Juvenile Detention Admission Tool (MH-JDAT). The MH-JDAT, based upon self-report, is completed every time a youth is admitted to the facility. Youth who red flag for depression, anxiety, self-harm, suicidal ideation, and PTSD, will meet with the Fellow individually. The goal is to encourage the Fellow to use Motivational Interviewing skills to assess the youth’s readiness for change and to encourage youth’s motivation for change.

**5. What will the Fellow contribute to your organization’s mission and work?**

Above all else, the Department strives to provide a safe, secure, therapeutic environment for children held in the facility. The Fellow will focus upon those youth most in need of individual attention, thereby contributing to our vision of providing the services necessary to help kids overcome challenges and achieve success.

**Skills/Knowledge Required**

- Excellent communication skills, both verbal and written.
- Ability to process information quickly and formulate practical solutions.
- Ability to follow direction and complete assigned tasks on time.
- Ability to work successfully with challenging youth.
- Ability to de-escalate agitated youth.
- Knowledge of delinquency and child and adolescent development.
- Knowledge of mental health and chemical dependency fields.

**Duties/Responsibilities**

- Develop rapport with at-risk youth.
- Supervise physical activities and outings for detained and Day Reporting youth.
- Assist with restorative justice programs, such as work crew and special projects.
- Assist with Dialectical Behavior Therapy groups.
- Use Motivational Interviewing to assist youth in preparing for behavior change.
- Work closely with the Center’s education staff to facilitate individual instruction for youth requiring such.

**Major Expectations**

- To work the entire academic year.
- Fellow will acquire a knowledge of the Washington State juvenile court system.
- Fellow will acquire a knowledge of working in a social worker/therapeutic role.
- Fellow will need to dress in appropriate attire while at work.
- Demonstrate professionalism at all times.
- Confidentiality is an absolute requirement of this position.
- Fellow will need to pass a background check.

**Mail Resume and Cover Letter to:**

Department of Court Services, ATTN: N. Gregoire, PO Box 1754, Walla Walla, WA 99362

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**Whitman Community Fellow Program**

**AGENCY CONTRACT**

**Name of Organization:** Walla Walla County Department of Court Services, Juvenile Justice Center

**Address:** 455 W. Rose St. Walla Walla, WA 99362

**Supervisor:** Norrie Gregoire, Detention Manager

**Preferred contact (phone or email):** 509-524-2822 or ngregoire@co.walla-walla.wa.us

**Explain the Fellow's project responsibilities:** This Fellow position will work closely with both the custody staff in Detention and the Center's education and day reporting staff. Fellow will interview youth admitted to the facility and collect demographic and psychosocial information. Fellow will become familiar with the State's mandatory reporting requirements and carefully document abuse and neglect allegations. Fellow will help implement the Center's behavior change program – the Status Levels- and consistently model prosocial behaviors. Fellow will provide basic academic instruction, as directed by education staff. Fellow will learn basic Motivational Interviewing skills and assess youth's readiness for change.

**Explain how the supervisor will train/mentor/monitor the Fellow:** The Detention Manager and staff training officer will mentor the Fellow through reading assignments, meetings with residents, shadowing custody and education staff, and observing other service providers. Fellow will attend juvenile court hearings and case staffings, as needed.

**As the Fellow's supervisor, I agree to the following:**

- \* Provide regular feedback (email, written, in-person) to Fellow.
- \* Expose Fellow to larger Walla Walla community in which their project is situated (by attending meetings out of the office, introducing them to staff and community partners, sharing relevant readings and news, etc.).
- \* Provide the Whitman College Student Engagement Center with monthly total of Fellow's hours, as well as one paragraph per month about the Fellow's work on their project and other relevant information about their professionalism.
- \* Host the entire cohort of Whitman Community Fellows at my agency one time during the 2013-14 academic year for a presentation about our agency's role in Walla Walla.

**Supervisor's Signature**\_\_\_\_\_

**Date**\_\_\_\_\_