

**CLASS TITLE:**

**FAMILY COUNSELOR**

**Class Code: 02818200**  
**Pay Grade: 22A**  
**EO: B**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To provide intensive family case work service in the State's Family Court for the purpose of assisting families whose unity, stability or well-being is threatened; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the supervision of a supervisor with considerable latitude for the exercise of independent judgement and application of accepted casework techniques.

**SUPERVISION EXERCISED:** May supervise and review the work of social casework trainees or clerical assistants.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To assist a Justice of the Family Court by providing intensive family case work service involving counseling persons appearing before said Court; in petitions for divorce or in all motions, alimony, support and custody of children; or in other matters affecting the parties and children involved in petitions for divorce, separate maintenance; or in complaints for support of parents and children; or in any other matter which may come under the jurisdiction of the Court that relates to families whose unity, stability or well-being is threatened or adversely affected.

To interview marriage partners, separately or together, for the purpose of identifying the individual's or family's problem or problems including those of a social, economic, physical, or emotional nature or any combination thereof; to evaluate the capacity of each partner to recognize, either separately or together, the problem or problems of the marriage and each one's awareness of his or her contribution to the problem and to ascertain the feasibility of reconciliation; and to develop and propose plans of treatment for the strengthening, and the ultimate reestablishment, of the family life.

To counsel and assist, either separately or together, marriage partners to make personal and social adjustments following reconciliation; or to counsel and advise persons divorced or separated to make those personal and social adjustments required of them following failure of reconciliation.

To counsel parents concerned about the behavior of their children or, in relation to parental relationships with children as affected by the disruption of the family.

To observe the children or to conduct direct interviews with the children whose parents are receiving counseling service in the areas of: reconciliation; personal or social adjustment; or with regard to child-parent relationship.

To arrange for the referral of those clients who need and want special or additional counseling to religious advisors, community family or children's service agencies, or mental health services.

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of the principles, practices and techniques of social case work and their application in providing intensive family case work service; a thorough knowledge of individual and group behavior as especially applied to family life relationship; a working knowledge of community spiritual, social and health resources available to clients; the ability to identify the problem, or problems, of a social, economic, physical or emotional nature which have adversely affected family unity, stability or well-being; the ability to interpret to clients their problems or difficulties and to assist them in a plan to reestablish family life; the ability to assist them individually to

make the necessary personal and social adjustments following reconciliation or following failure of reconciliation; the ability to present effective case findings and reports for use of a Justice of the Family Court; and related capacities and abilities.

**EDUCATION AND EXPERIENCE:**

Education: Such as may have been gained through: graduation from an accredited school of Social Work; and

Experience: Such as may have been gained through: social case work employment in the field of Family social work; or social case work employment in the field of child welfare, or medical social work, or psychiatric social work which has provided case work service to persons in their family life relationships.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: August 16, 1964

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