



Great Falls Pre-Release Services offers a competitive, comprehensive benefit package that includes a major medical and dental health plan. GFPRS currently pays 80% of the premiums for both the health and dental plans.

Interested applicants should complete an on-line application at:

<https://gfprc.org/careers/>

Because Great Falls Pre-Release Services is a 501c3 Non-Profit, some student loans may qualify for forgiveness under the Public Service Loan Forgiveness Program. For more information, please refer to the link below.

<https://www.forgetstudentloandebt.com/student-loan-relief-programs/non-profit-student-loan-forgiveness/>

\$46,500 Annual Salary - Start

JOB POSTING - TREATMENT COORDINATOR

WORKSITE and CONDITIONS:

The Great Falls Pre-Release Center is a non-profit Community Corrections worksite consisting of three Counseling campuses located in Great Falls, Montana. The campuses are minimum security and residential in nature, housing closely screened and selected for program acceptance, adult male and female felon offenders during their structured transition program for re-entry into the community. The Centers also operate a Jail Alternative program for adult male/female clients and a Community Service program involving adjudicated males and females.

EDUCATION and EXPERIENCE:

Treatment Coordinator is expected to have: (1) a graduate degree in social services or related profession and at least two years of experience; or (2) an undergraduate degree in social services or related profession and at least three years of experience.

The above knowledge and abilities are typically acquired through a combination of education and experience achieved through a Degree in social work, sociology, psychology or other social science or related field plus two years' experience in work involving human services programs for adult felons or up to three years' experience in work involving general human services programs for the adult public. Work experience in a residential facility is preferred as is experience in working with ex-offenders.

SUMMARY OF WORK:

The Treatment Coordinator will develop, implement and utilize evaluation programs for residents to closely align with "Evidence Based Guidelines" and generally conforming to expectations assessed and accepted within community corrections industry practices. The Treatment Coordinator is responsible for providing support and counseling as needed to assure overall effectiveness of the Transition Center treatment program.

Treatment Coordinator – Job Posting
Page 2

KNOWLEDGE:

Extensive knowledge of correctional treatment programs with a background and experience working with offender populations. The Treatment Coordinator is expected to have experience in creating, managing and coordinating a correctional treatment service plan for residents involved in the transitioning phase.

ABILITIES:

Ability to establish and maintain effective and meaningful working relationships with residents and effectively collaborate with Correctional Treatment Specialists and Compliance Officers while evolving on an ongoing basis the Great Falls Pre-Release Centers treatment program.

Ability to work independently and maintain a positive, solution-focused demeanor when responding to conflicts or problems.

Excellent written and verbal communication skills. General computer proficiency to include using MS Word, Excel, and Outlook.

Must have or be able to obtain a Montana Driver's License

SUPERVISION RECEIVED:

Under the supervision of the Treatment Services Director, performs professional services duties to the Residents.

SUPERVISION EXERCISED:

Treatment Coordinator will work closely with Staff and residents to assure effective results are being achieved.

MAJOR DUTIES and RESPONSIBILITIES:

These duties include, but are not limited to:

- 1. Assure consistency, assist and provide input in the development of a Correction Treatment Specialist operations manual.**
- 2. Continuous review, updating and needed implementation of Offender Assessment including risk, needs and responsiveness metrics.**
- 3. Continuous review, updating and needed implementation of treatment programs.**
- 4. Provide individual and group training and counseling to residents and staff to assure consistency in the application across all treatment programs.**
- 5. Conduct Motivational Interviewing with residents**
- 6. Stay current with updated research and the best available data to guide policy and practice decisions, such that outcomes for residents are improved and determine what policies and practices would be most effective given the best available evidence.**

Treatment Coordinator – Job Posting
Page 3

- 7. Practice thorough quality assurance and evaluation to ensure that evidence-based practices are repeated consistently and new practices are continuously evaluated to determine their effectiveness.**
- 8. Identify and develop metrics to assure meaningful measurement of program objectives and definable outcome(s) related to practical realities (recidivism, victim satisfaction, etc.). In addition, develop metrics and follow-up for post program measurements.**
- 9. Through organizational development and full support of top management, assure all partners involved are engaged in evidence-based practices by being on the same page and buying into the plan.**
- 10. Identify through a validated objective risk assessment instrument, residents at high and medium risk for reoffending.**
- 11. Identify through a validated criminogenic needs assessment instrument, residents at high and medium risk for recidivism. “Criminogenic” needs are defined as those factors in an offender’s life that contributed to their breaking of the law but are not related to standard causal factors like physical needs, such as food and shelter, or a fiscal need, such as employment. A few examples of criminogenic needs that have been statistically proven to be associated with reoffending are: having an antisocial peer group; drug and alcohol dependency; lack of self-control; antisocial belief system.**
- 12. Generally attempt to identify resident’s individual motivators; the appropriate intervention; opportunities to “rewire” the brain with emphasis on cognitive-behavioral strategies and; increase positive reinforcement.**
- 13. Develop models of personalized “Aftercare” to best fit the needs of the resident through on-going support groups, development of new peer groups and home environment.**
- 14. Perform other related duties as assigned.**