

SUBSTANCE ABUSE DUI SPECIALIST II

This class recognizes the dual role of coordinating all activities required for organizing and conducting the Alcohol and Drug Education Traffic School (DUI) for first and multiple offenders and serving as court representatives of the local mental health center substance abuse program. Work as court representative involves: providing pre-sentence assessments of both addictive and non-addictive offenders and making specific recommendations regarding treatment and/or referral; providing the judicial system with information regarding services available; and maintaining liaison with the court. Work also includes conducting substance abuse information and education in public schools to driver education classes.

I. DIFFICULTY OF WORK:

Complexity - Employees are responsible for the coordination of the alcohol and drug education traffic schools (DUI). Coordination includes: securing accommodations for classroom instruction to include the dates and times classes are to be taught; ensuring that all classes have instructors by selecting representatives of the local mental health center to teach all or various modules of the course; and providing for the participation of outside sources, such as lawyers and law enforcement officers. Employees may teach all modules of the course or a particular module depending on the number of classes to be taught during a given period of time. Preparation includes: the selection of appropriate materials from a variety of sources pertinent to the effects of alcohol and drugs on the body system; the inclusion of the source materials as a supplement to the structured DUI manual; and the development of additional material pertinent to the DUI multiple offenders classes to include role playing, value assessment, and life skills. Employees must assure that all material is covered within the required 13-hour period. Within the prescribed time for course completion, employees usually spend up to 30 minutes with each client to reassess clients' needs and make joint decisions for referral to appropriate treatment if necessary. Employees may take offenders as counseling cases. Employees are responsible for revising and adapting a lecture around the DUI manual for presentation to students of the driver's education courses in the public school systems. Employees, in a courtroom situation, serve as the official representative for the local mental health center on all mental health related cases. Employees spend a prescribed period of time with each offender in a pre-screening situation and make appropriate recommendations to the court as to the type of treatment or services the offender requires. Recommendations to the court are verbal and are usually not in a documented case form. Employees may perform forensic screening at the request of the court to determine an offender's "capacity to proceed to trial" by following a questioning format.

Guidelines - The North Carolina Driving Point Schedule; standard court judgments; procedures on police arrests and bookings; the standard DUI manual; procedures of the court; the policy and procedures of the local mental health center and the handbook for Forensic Services are utilized.

II. RESPONSIBILITY:

Accountability - Employees make appropriate recommendations to the court upon assessment of client through pre-screening process and through forensic screening. Work requires contact through coordinative efforts with other members of the local mental health center.

Consequence of Action - The employees' court screening of clients could result in referrals to inappropriate treatment or misinterpretation of client's needs to the court. The employees' presentation to the classes, both first offenders and multiple offenders, could affect the client's ability to comprehend the facts about the effects that alcohol and drugs have on the body.

Review - Work is reviewed primarily through the periodic attendance of supervisor during class presentation.

III. INTERPERSONAL COMMUNICATIONS:

Subject Matter - Employees develop and adapt materials for both first offender and multiple offender classes. Employees may interpret the DUI laws to the court system and DUI classes. Employees may demonstrate the use of the breathalyzer to the classes.

Purpose - The goal of the DUI program is to prevent additional alcohol and drug related offenses and to offer referral to appropriate treatment for the offenders.

IV. WORK ENVIRONMENT:

Nature of Working Conditions - Work is performed in a classroom and courtroom setting.

Nature and Potential of Personal Hazards - The potential of hazards is minimum.

V. RECRUITMENT STANDARDS:

Knowledges, Skills, and Abilities - General knowledge of techniques of developing course outlines, lesson plans, and presenting instructional materials. General knowledge of use of audio-visual equipment. Ability to use sound judgment in assessing the mental health/substance abuse status of individuals and making appropriate recommendations to the court on both addictive and non-addictive offenders. Ability to coordinate DUI programs. Ability to interpret laws of DUI in a courtroom and classroom situation. Ability to appropriately assess individuals in a courtroom presenting process and make appropriate recommendations to the court on both addictive and non-addictive offenders. Ability to express oneself clearly in oral and written form.

Minimum Education and Experience - Graduation from a four-year college or university, preferably with a degree in a human service area, education, or communications; or graduation from high school and two years of experience in a human service area preferably related to the alcohol and drug field; or an equivalent combination of education and experience.