

**CITY OF GREENBELT, MD  
CLASS SPECIFICATION**

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**CLASS TITLE:** Police Crisis Intervention Supervisor  
**DEPARTMENT:** Police  
**REPORTS TO:** Various

**SALARY GRADE: 14**  
**FLSA STATUS: E**  
**DATE: 08/2023**

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**JOB SUMMARY AND DISTINGUISHING FEATURES OF THE WORK:**

Provides crisis intervention services to citizens who have had contact with the Greenbelt Police and/or live in the community. Supervises sworn and civilian police staff. Responds to cases involving behavioral health emergencies, including but not limited to mental health, substance use, suicide, deaths, intimate partner violence, sexual assault, and other traumatic experiences.

**ESSENTIAL JOB FUNCTIONS:**

*To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.*

Supervises sworn and non-sworn police staff

Responds to police officers' specific requests for assistance at incident scenes and interact with police, victims, families, and other people at the incident scene in order to help bring accurate communication between all parties involved.

Assists clients at the incident scenes, including evaluating and assessing their level of safety, stabilizing them in a crisis situation, listening and empathizing with them, and helping them connect with family, friends, or a community resource.

Provides crisis intervention and other forms of de-escalation techniques.

Provides short-term follow-up services, such as phone calls, stabilization visits, and referrals.

Maintains a comprehensive database of resources for area services and provides referrals and information for a variety of services, such as counseling, health, medical, psychiatric services, legal and financial.

Provides consultation services to police and code enforcement personnel regarding individuals or families in need of services.

Plans and evaluates operations, goals, and programs of assigned squad/unit.

Inspects, reviews, and monitors the work of subordinates.

Commends or applies corrective action and evaluates subordinates.

Performs supervisory functions involving personnel utilization and counseling

Evaluates subordinates

**IMPORTANT JOB FUNCTIONS:**

Perform a broad range of supervisory responsibilities over others.

Consults with outside agencies to provide emergency assistance, case management, and crisis intervention.

Assists clients with utilizing appropriate resources for further stabilization.

Conducts home or hospital visits as needed.

Ability to utilize police radio.

Performs other related duties as assigned.

**MATERIAL AND EQUIPMENT USED:**

Computer	General Office Equipment	Automobile
Police Radio	Mobile Telephone	

**MINIMUM QUALIFICATIONS REQUIRED:**

**Education and Experience:**

Crisis Intervention Counselor I

Master's degree from an accredited college or university in Social Work, Counseling, or a related field culminating with licensing as a mental health provider; or,

Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

Crisis Intervention Counselor II

Master's degree from an accredited college or university in Social Work, Counseling, or a related field culminating with licensing as a mental health provider; and,

Five years of crisis intervention experience.

Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

**Licenses and Certifications:**

Licensed Mental Health Provider

**KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge of:**

Appropriate crisis intervention techniques, skills and theory.

Psychology, human behavior and group dynamics.

Pertinent Federal and State statutes and City ordinances.

All computer applications and hardware related to performance of the essential functions of the job.

Department organization, standard operating guidelines and policies, rules, and regulations.

**Skill in:**

Preparing clear and concise reports, correspondence and other written materials.

Communicating orally and in writing with internal staff, clients, the general public, and other departmental staff in order to give and receive information in a courteous manner.

Effective delivery of appropriate crisis intervention techniques in a wide variety of settings.

Operating and maintaining all assigned equipment required to perform the essential functions of the job.

**Mental and Physical Abilities:**

Ability to apply crisis intervention techniques with diverse clients.

Ability to assess crisis situation and act quickly as needed to provide professional services.

Ability to be remain professional in difficult situations.

Ability to establish and maintain effective working relationships with a variety of people.

While performing the essential functions of this job the employee is frequently required to stand, walk, sit, speak and hear, lift and/or move up to 10 pounds.

**Working Conditions:**

Work is performed in an office and in the field exposing the employee to various outside atmospheric conditions, fumes, noxious odors, dusts, mists, gases and poor ventilation that affect the respiratory system, eyes or the skin. The employee is occasionally exposed to persons who have contagious diseases/illnesses, volatile situations and imminent danger when performing the essential functions of the job.

The incumbent's working conditions are typically moderately quiet to loud.

**NOTE:** This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.