### Job Posting

**TITLE**
13013 Mental Health Aide  

**CATEGORIES**
LTE  

**CLASSIFICATION**
Mental Health Aide  

**CLOSING DATE**
2/14/13  

**PERCENT OF TIME**
80% FTE  

**PERSONNEL CODE**
13013  

**PROGRAM**
Bay Side Place  

**JOB INFORMATION**

**JOB SUMMARY:**
The Mental Health Aide (MHA), at the Bay Side Place (BSP), works in a variety of ways to provide one-on-one support to individuals experiencing a mental health crisis. Duties include providing culturally competent services in whatever way the individual and his or her treatment team deems necessary and appropriate in order to assist them in getting through a difficult time. The primary emphasis in our program is consumer involvement and empowerment. The MHA works scheduled shifts to provide 24-hour awake coverage to the residential facility and also works on a on-call, as-needed basis. Interactions with clients range from providing one-to-one support, monitoring and assisting with ADLs, and providing support in a group setting. The MHA must be able to provide support for people in a mental health crisis. They must model appropriate social interactions and coping skills, assist clients in identifying natural support systems and help with linking clients to ongoing community-based resources. The MHA will work collaboratively, as a member of team that includes the client, BSP staff, Emergency Services Unit (ESU) staff and other community treatment providers. The MHA is committed to providing inclusive culturally sensitive services that value diversity. The MHA is supervised by BSP’s manager/clinical team leader. **Must be available for 4 shifts per month including 2 weekend shifts.**

**QUALIFICATIONS**

**ESSENTIAL:**
- Experience with and knowledge of mental health, whether through formal training and education or life experiences  
- 2 or more years of experience working in a residential or hospital setting with individuals diagnosed with mental illness  
- Demonstrated commitment to valuing diversity and different worldviews, recognizing personal limitations and working on an ongoing basis to gain cultural self-awareness, knowledge, and skill  
- Demonstrated ability and skill to work with clients in a validating, empowering, and
nonjudgmental manner
- Demonstrated ability to remain therapeutic and professional with acting out individuals
- Must be available to work flexible hours (nights, weekends and holidays)

PREFERRED:
- Spanish fluency
- Possession of driver’s license and access to an automobile

RESPONSIBILITIES
Residential Support for Individuals in Crisis:

- Provide culturally competent community support services for individuals experiencing mental health crises. The nature of these duties depends on the nature of the crisis and what the individual requires and shall be developed in concert with the client and treatment team.
- Providing one-on-one support and/or observation for residents at high risk for harm toward self or others
- Participating in residential group activities/programming
- Assisting residents with ADLs
- Assisting residents and treatment staff in carrying out the resident’s individual service plan
- Promoting resident’s use of family connections and natural supports
- Assisting in food preparation, planning, and sanitation
- Observing and documenting changes in resident’s status/behaviors
- Helping residents get engaged into a treatment program or organization
- Spending time assisting residents with learning healthy leisure skills
- Helping residents prepare to transition from the facility either to home or less intensive crisis stabilization placement
- Medication monitoring under the supervision of BSP prescriber

Additional Duties:

- Participate in scheduled trainings and in-services as appropriate and directed by management
- Document contacts in a timely manner
- Commitment to following JMHC’s policies and procedures as outlined in clinical and employee handbooks
- Keep up to date with required paperwork and reporting
- Represent and promote the JMHC’s culturally/clinically competent service mission to other providers, and the general public
- Assume an active role that promotes JMHC’s and the program’s mission, vision and values
- Assume an active role within the treatment team that works to reduce collusion and prevent sabotage of JMHC’s and BSP’s mission, vision and values, as well as promotion of a healthy work environment
- As appropriate, anticipate in JMHC and program trainings and discussions on cultural competence to continually work to improve cultural self awareness, knowledge and skills
• Assume other responsibilities, as assigned.

Applications are available:
• at www.journeymhc.org/careers
• or pickup at Journey Mental Health Center, 625 W Washington Ave., Madison, between 8 a.m. and 8 p.m. Monday-Thursday and 8 a.m. to 5 p.m. Friday
• or by phone at (608) 280-2677

Resumes are NOT accepted in place of completed application forms, but can be attached. Employment is contingent upon a receipt of favorable results of background history and driver’s record check.

Journey Mental Health Center is an Equal Opportunity/Affirmative Action Employer. It is the agency’s belief that staff diversity and cultural competence are the foundation for services, which are accessible, effective, and relevant to the diverse needs of Dane County children, youth, families, and adults. Women, disabled, and culturally diverse applicants are strongly encouraged to apply.