# Job Posting

<table>
<thead>
<tr>
<th>TITLE</th>
<th>14046 Crisis Stabilization Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td>CATEGORIES</td>
<td>FTE</td>
</tr>
<tr>
<td>CLASSIFICATION</td>
<td>Mental Health Specialist</td>
</tr>
<tr>
<td>CLOSING DATE</td>
<td>Until Filled</td>
</tr>
<tr>
<td>PERCENT OF TIME</td>
<td>100%</td>
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<tr>
<td>PERSONNEL CODE</td>
<td>14046</td>
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<tr>
<td>PROGRAM</td>
<td>Crisis Stabilization</td>
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<tr>
<td>UNION STATUS</td>
<td>Professional Bargaining Unit</td>
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<tr>
<td>SALARY</td>
<td>$16.28 - $18.73 per hour</td>
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## SUMMARY

The Crisis Stabilization Specialist (MHS) will assist the Clinical Team Leader and Crisis Unit Manager in coordinating a system of “Optional Stabilization Services” in accordance with HFS 34.22 (4), Emergency Mental Health Service Programs. The position will be part of the Crisis Stabilization program of the Emergency Services Unit (ESU) of Journey Mental Health Center. The system, as currently developed, includes certain ESU services such as Crisis Homes, Recovery House and Outreach Worker (ORW) assistance, as well as an array of wrap-around services provided by other agencies in the County for the purpose of helping individuals to avoid a psychiatric hospitalization, to reduce the length of a hospital stay, or to help with transition to a less restrictive setting. These services are recovery-focused and will respect and utilize consumers’ strengths and social/cultural resources.

The person in this position will assist with the day-to-day functioning of all activities related to the Crisis Stabilization Program. Primary duties include assessing and coordinating the placements of consumers in diversion programs, assessment and coordination of ORW support services, and transitional case management of persons stabilizing from a crisis. The position involves mobility throughout the community and may require working irregular hours in keeping with the needs of the program. She/he is responsible to the Clinical Team Leader and Crisis Manager.

## QUALIFICATIONS:

**ESSENTIAL:**

- Bachelor’s degree and relevant clinical experience with solid clinical skills, or five years relevant clinical experience.
• Demonstrated ability to work alone, to make independent, sometimes-unpopular decisions, even in high-risk situations.
• Demonstrated ability to function collaboratively as part of a team, seeking and accepting consultation when appropriate.
• Strong organizational and communication skills.
• Strong commitment to work toward improving cultural competence, as demonstrated by valuing difference/diversity, recognizing limitations in personal competencies and expertise, and having concrete ideas about how to improve cultural awareness, knowledge and skills.
• Strong commitment to respecting consumers and improving meaningful involvement of consumers in unit service delivery.
• Valid drivers’ license.
• Ability/willingness to work irregular hours if needed

PREFERRED:
• Spanish language fluency.
• AODA experience.
• Demonstrated expertise in providing cross-cultural mental health services.
• Clinical experience in crisis intervention/emergency mental health services.
• Good working knowledge of the Crisis Unit’s hospital gate-keeping functions and other services that can help to avert hospitalizations.

RESPONSIBILITIES:
A. CLINICAL RESPONSIBILITIES (High Level Of Responsibility, 60% Of Effort)
1. Receive and respond to inquiries, requests, and referrals for crisis stabilization interventions.
2. Screen consumers for hospital diversion placement, consulting with Diversion Team Manager and Team Leader regarding least restrictive level of care
3. Work collaboratively with community providers to ensure placement is appropriate and facilitate placement; assist in discharge planning as needed.
4. Assess consumers for appropriateness of ORW services.
5. Provide transitional wrap around case management for identified consumers, including but not limited to: identification of goals and needs, creation of short term treatment plan, one to one community supports, transportation, joining in medical appointments, facilitation of longer term case management services within JMHC or other community agencies.

B. ADMINISTRATIVE (High Level Of Responsibility, 30% Of Effort)
1. Using the JMHC clinical database, register and record all consumer contacts.
2. Complete crisis stabilization response plans and other documentation related to clinical care.
3. Assist in the training of new Crisis Stabilization staff and students.
4. Assist with recruitment of Crisis Home providers as needed.
5. Attend staff meetings.
6. Attend all mandatory JMHC in-service training events.
7. Participate in JMHC work committees as requested.
8. Interpret relevant Wisconsin administrative codes and statutes and use in daily work.
9. Assist with maintaining records and preparing reports, including service provider reports as necessary.
10. Preparation of time sheets.

C. **GENERAL UNIT AND AGENCY RESPONSIBILITIES** *(Medium Responsibility, 10% Of Effort)*

1. Work actively and positively to maintain good working relationships between ESU and other segments of the community, informing ESU Management Team of problems as they arise.
2. Work to improve own cultural competence: participate in the development and implementation of unit strategies to continue to improve the cultural competence of the unit’s services.
3. Work to improve meaningful consumer involvement in the unit’s services.

The above statements are not to be interpreted as an exhaustive list, but are intended to describe the general nature and level of work being performed by this employee.

**ADDITIONAL INFORMATION**

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

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.