# Job Posting

<table>
<thead>
<tr>
<th><strong>TITLE</strong></th>
<th>14110 Chapter 51 Monitor</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CATEGORIES</strong></td>
<td>LTE</td>
</tr>
<tr>
<td><strong>CLASSIFICATION</strong></td>
<td>Mental Health Specialist</td>
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<tr>
<td><strong>CLOSING DATE</strong></td>
<td>9/5/14</td>
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<tr>
<td><strong>PERCENT OF TIME</strong></td>
<td>100%</td>
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<tr>
<td><strong>PERSONNEL CODE</strong></td>
<td>14110 LTE until approximately 3/31/2015</td>
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<tr>
<td><strong>PROGRAM</strong></td>
<td>Emergency Services Unit</td>
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<tr>
<td><strong>UNION STATUS</strong></td>
<td>Professional Bargaining Unit</td>
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<tr>
<td><strong>SALARY</strong></td>
<td>$16.28 - $18.73 per hour</td>
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**SUMMARY:**
The Crisis Unit Chapter 51 Monitor is responsible for monitoring the compliance of all Dane County Civil Commitments and Settlement Agreements, ensuring that these consumers have person-centered crisis plans that identify strengths, needs, abilities and preferences. This will require the ability to meet with consumers in the office as well as the community. The person in this position will be responsible for notifying the Crisis Team of non-compliance, and will be responsible for conducting commitment extension reviews. The person in this position will work Monday through Friday, 8:30-4:30pm. They are responsible to the Clinical Team Leader, the Clinical Team Manager, and the Director of Community Services.

**ESSENTIAL QUALIFICATIONS:**
- Bachelors Degree in social work or related human services field and experience working or volunteering in the mental health field
- Working knowledge of Wisconsin Mental Health Law: Chapter 51
- Ability to work collaboratively as a part of a multidisciplinary team
- Commitment to working with individuals across the socioeconomic strata
- Commitment to working with individuals in a culturally competent, recovery focused framework
- Strong organizational skills
- Excellent oral and written communication skills
- Possession of a valid driver's license, a favorable driving record, adequate insurance (per WI law) and access to an automobile

**PREFERRED QUALIFICATIONS:**
- Fluency in the Spanish language
- Experience working with persons across the life span
- AODA experience
- Clinical experience specifically in crisis intervention or emergency mental health services

**RESPONSIBILITIES:**

**A. CLINICAL**

1. Meet with all consumers under Chapter 51 Civil Commitment or Settlement Agreement to review their responsibilities and the role of the crisis unit in monitoring the conditions of such commitment/agreement
2. Complete DHS 34 Crisis Plans with all consumers under Chapter 51 Civil Commitment or Settlement Agreement. These plans must be updated every 6 months and be recovery-focused and person-centered
3. Identify non-compliance and present to Crisis staff and supervisors in order to determine an appropriate course of action to help return the consumer to compliance as soon as possible
4. Conduct assessments of risk and function when meeting with consumers and relay any concerns to the crisis team immediately.

**B. ADMINISTRATIVE**

1. Maintain an organized system for tracking all civil commitments and settlement agreements, ensuring crisis plans are completed every 6 months and that extension recommendations are given to Probate Court in a timely fashion
2. Send letters to treaters notifying them of their responsibility in reporting non-compliance with Settlement Agreements and Civil Commitment orders to Crisis Intervention
3. Solicit recommendations from treaters and the crisis team regarding the need for extension of a Chapter 51 Commitment order. Use these recommendations to complete necessary court documents
4. Using the JMHC clinical database, record all client contacts, complete crisis and response plans and other documentation related to clinical care
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

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.