Job Posting

**TITLE**
15043 Mental Health Specialist

**CATEGORIES**
FTE

**CLASSIFICATION**
Clinical Specialist I

**CLOSING DATE**
Until Filled

**PERCENT OF TIME**
80% FTE

**PERSONNEL CODE**
15043

**PROGRAM**
Bay Side Place

**UNION STATUS**
Professional Bargaining Unit

**SALARY**
$15.47 per hour minimum

**SUMMARY:**
The Clinical Specialist I (CSI) position is responsible for providing a wide array of culturally competent, recovery oriented, trauma sensitive, direct clinical services provided in conjunction with other mental health and substance abuse treatment staff. Services provided by this position may include assessment, treatment planning, referrals and case management. Therapeutic group facilitation is also an integral part of this position. The CSI Mental Health Specialist reports directly to the assigned supervisor with overall program supervision provided by the Clinical Team Manager. This position is primarily evening and weekend hours.

**Qualifications:**

**ESSENTIAL:**

**Education/Licensure:**
- Bachelor’s degree in related behavioral health field.

**Experience:**
- 1 year of experience in related behavioral health field.
- Commitment to work toward improving cultural competence as demonstrated by: valuing diversity, recognizing personal limitations in one’s competencies and having the desire to improve.
- Strong commitment to principles of recovery and to facilitating consumer participation in treatment/services planning and provision.
- Knowledge of evidence based practices for treatment of mental health and
co-occurring disorders.

- Experience in community-based mental health and substance abuse assessment, case management, treatment planning and crisis resolution.
- Ability to communicate effectively (both orally and in writing).
- Ability to work effectively with an interdisciplinary team with a positive and creative attitude.
- Ability to work independently and remain organized and efficient.
- Superior ethics and interpersonal boundaries as evidenced by past experience in community based work with related professional references.

**Typical Physical Demands:**

May require driving, sitting, standing, light lifting, bending and reaching; and the ability to use and operate standard office equipment including computer, calculator, phone, printer, cell phone, facsimile, etc.

**Working Conditions:**

May require evening or weekend hours depending on program and consumer’s needs.

**PREFERRED**

- Bi-lingual and/or bi-cultural (Spanish/Hmong/Cambodian).
- Fluent in American Sign Language
- Experience with use of evidence based practices in mental health and substance abuse.
- Possession of a valid driver’s license, a favorable driving record, adequate insurance (per WI law) and access to a vehicle with willingness to use it for work (i.e. transporting consumers).

**RESPONSIBILITIES:**

**A. Provision Of Clinical Services (High Responsibility, 90% Effort)**

1. Performs accurate assessments to initially evaluate mental health, as well as alcohol and other drug use issues in a culturally competent, recovery oriented, trauma sensitive manner.
2. Provides a range of clinical services in conjunction with program staff including outreach, assessment, treatment planning, referral, case management in a context that is supportive of the consumer’s culture, values and perspectives.
3. Completes accurate clinical records including intakes, assessments, treatment plans and updates, progress notes, discharge summaries and other information in a timely manner.
4. Facilitates group therapy
5. Assist residents with ADLs

**B. Program And JMHC Participation (High Responsibility, 10% Effort)**

1. Attends staff meetings, in-services and other program activities as requested.
2. Participates in JMHC committees, trainings and activities as directed and/or approved.

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.

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.