**Job Posting**

<table>
<thead>
<tr>
<th><strong>TITLE</strong></th>
<th>14020 Mental Health Specialist</th>
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<tbody>
<tr>
<td><strong>CATEGORIES</strong></td>
<td>Provisional</td>
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<tr>
<td><strong>CLASSIFICATION</strong></td>
<td>Mental Health Specialist</td>
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<tr>
<td><strong>CLOSING DATE</strong></td>
<td>Until Filled</td>
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<tr>
<td><strong>PERCENT OF TIME</strong></td>
<td>As Needed</td>
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<tr>
<td><strong>PERSONNEL CODE</strong></td>
<td>14020</td>
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<tr>
<td><strong>PROGRAM</strong></td>
<td>Crisis Stabilization</td>
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<tr>
<td><strong>UNION STATUS</strong></td>
<td>Unknown - Provisional</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 provisional Mental Health Specialist (MHS) will assist the Clinical Team Leaders and Emergency Services Managers in providing clinical services across the ESU programs of Crisis Stabilization, Crisis Intervention, and Bayside Hospital Diversion Program. These programs are parts of a system of Emergency Mental Health Services under HFS 34. The purpose of these programs is to help individuals experiencing a mental health emergency to avoid psychiatric hospitalization, to reduce the length of a hospital stay, or to help with the transition to a less restrictive setting. These services are recovery-focused and will respect and utilize clients’ strengths and social/cultural resources.

The person in this position will be responsible for acting as a Crisis Stabilizer in the Crisis Stabilization program. Primary duties include assessing and coordinating the placements of clients in diversion programs, assessment and coordination of Outreach Worker 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.

The person in this position will be responsible for acting as an Emergency Telephone Worker in the Crisis Intervention Program. The Emergency Telephone Worker is responsible for a variety of tasks related to telephone screening, assessment, intervention, counseling, referral and follow-up with persons who are experiencing a mental health emergency. He/she works rotating shifts as necessary to enable the unit to operate 24 hours/day, 365 days/year and can on occasion provide flexible fill-in coverage when needed.

The person in this position will be responsible for acting as a Mental Health Specialist at...
our hospital diversion, community-based residential facility, Bay Side Place. This is a facility that has 24-hour a day awake staff. The Mental Health Specialist works in a variety of ways to provide support to individuals experiencing a mental health crisis while at Bay Side. Interactions with clients range from providing one-to-one support, monitoring and assisting with ADLs, and providing support in a group setting. The Mental Health Specialist must be able to model appropriate social interactions and coping skills, assist clients in identifying natural support systems and help with linking clients to ongoing community-based resources.

QUALIFICATIONS:

**ESSENTIAL**
- Bachelor’s degree and two years relevant clinical experience with solid clinical skills, or five years relevant clinical experience.
- Good working knowledge of Chapter 51 Mental Health Law
- 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 MH services
- Clinical experience in crisis intervention/emergency mental health service

RESPONSIBILITIES:

1. **CLINICAL RESPONSIBILITIES** (High Level Of Responsibility, 60% Of Effort).

**Crisis Stabilizer Role:**

a) Receive and respond to inquiries, requests, and referrals for crisis stabilization interventions.

b) Screen consumers for diversion placement and consult with the responsible ESU supervisor regarding the placement.

c) Assess consumers for appropriateness of Outreach Worker services

d) Provide limited case management to individuals stabilizing from a crisis as they transition to long-term treatment.
**Emergency Telephone Role:**

a) Receive and respond to inquiries, requests, and referrals for emergency interventions.

b) Gather sufficient information about the crisis situation to perform initial triage screening, plan for further assessment, or refer to more appropriate community resources.

c) Consult with and provide recommendations to hospitals, police and other mental health and community service providers.

d) Perform initial telephone assessment of the presenting crisis, including psychiatric symptoms, suicide/homicide risk, the social and cultural context in which the crisis is occurring, as well as the client’s strengths and resources.

e) When necessary, make autonomous decisions in life-threatening situations.

f) Work collaboratively with other JMHC programs, agencies within the community, consumer’s identified supports, and county staff for appropriate planning of client care.

g) Develop initial Response Plans per DHS 34, utilizing the least restrictive setting, continuum of ESU resources, other outpatient services, or an inpatient setting if appropriate. The Response Plans should, whenever possible, reflect an understanding of the individual’s own values and beliefs about his/her current situation and what he/she would find helpful both in the immediate and post-crisis. Interventions should involve the relevant natural support systems when appropriate.

h) Provide telephone crisis and supportive counseling.

i) Participate in the passing out of pre-packaged medications.

j) Provide crisis support to other JMHC programs upon request, in emergency situations.

**Mental Health Specialist – Bay Side Role:**

a) 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.

b) Providing one-on-one support and/or observation for residents at high risk for harm toward self or others

c) Participating in residential group activities/programming

d) Assisting residents with ADLs

e) Assisting residents and treatment staff in carrying out the resident’s individual service plan

f) Promoting resident’s use of family connections and natural supports

g) Assisting in food preparation, planning, and sanitation
h) Observing and documenting changes in resident’s status/behaviors

i) Helping residents get engaged into a treatment program or organization

j) Spending time assisting residents with learning healthy leisure skills

k) Helping residents prepare to transition from the facility either to home or less intensive crisis stabilization placement

l) Medication monitoring under the supervision of BSP prescriber

B. ADMINISTRATIVE (High Level Of Responsibility, 30% Of Effort)
1. Using the JMHC clinical database, register and record all client contacts
2. Complete crisis response plans and other documentation related to clinical care.
3. Assist in the training of new ESU staff
4. Attend staff meetings and required trainings related to licensure with DHS 34 and DHS 83
5. Attend all mandatory JMHC in-service training events
6. Participate in JMHC work committees as requested
7. Interpret relevant Wisconsin administrative codes and statutes and use in daily work.

C. GENERAL UNIT AND AGENCY RESPONSIBILITIES (Medium Responsibility, 10% Of Effort)
1. Work actively and positively to maintain good working relationships between Emergency Services Unit and other segments of the community, informing Clinical Team Managers 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.

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.