

JOB OPPORTUNITY

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES (DMHAS)  
WESTERN CONNECTICUT MENTAL HEALTH NETWORK (WCMHN)

Mental Health Assistant 2 – WC105751-2

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** Candidates on a current examination list. **See Eligibility Requirements Below.**

**Position Number:** WC105751-2

**Program/Unit:** Community Support Program-C (CSP-C) / Waterbury Area Office

**Shift/Schedule/Hours:** 1st Shift – 8:00 a.m.-4:30 p.m. – Full Time – Monday-Friday & Holidays – 40 Hours/Week

**Annual Salary Range:** \$50,572 - \$67,606

**Posting Date:** December 10, 2013      **Closing Date:** December 16, 2013

**Eligibility Requirements:**

1. Candidates must have **applied for and passed the Mental Health Assistant 2 exam and be on the current certification list** promulgated by the Department of Administrative Services for this classification.
2. **State employees** currently holding the above title or State employees who have previously attained permanent status may apply for lateral transfer.
3. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

**Special Requirements:** Incumbents in this class must possess and retain a current/valid Motor Vehicle Operator's License. Incumbents in this class may be required to travel to multiple WCMHN sites.

**Duties:** Responsible for providing for WCMHN- Waterbury Area community support services to assigned case load of individuals at least 55% of working hours. Works in an interdisciplinary team; responsible for the planning, implementation and evaluation of rehabilitation activities; teach and assist clients to achieve/acquire necessary daily living skills, education, leisure activities, and empowerment skills to improve quality of life; Develops, implements and evaluates integrated treatment plans; performs assessments to determine appropriate interventions; provides recovery oriented practice; provides engagement and social skills training; performs discharge planning. Provides individual supportive counseling and/or co-lead groups. Monitors self-administration of consumer medications according to consumers individual treatment and maintains documentation on such; performs basic risk assessment; participates in meetings; maintains accurate, up to date medical records. Provides direct care services in a culturally appropriate manner. Provides recovery oriented practice. Participates in ongoing, in-service education. Maintain client and program safety. Performs other related duties as required.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12). The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at [www.ct.gov/dmhas](http://www.ct.gov/dmhas) - Employment Opportunities

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** = (Mental Health Assistant 2 applying for a Mental Health Assistant 2 position) - must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotion/demotion candidates** must submit pages 1-7 of the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All Other Candidates:** Individuals must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application. The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

**PLEASE SEND APPLICATIONS TO:**

**Email:** [Julie.Roy@ct.gov](mailto:Julie.Roy@ct.gov)

**OR**

**Fax:** (203) 805-6432

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. (NP-6)