

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

RECOVERY SUPPORT SPECIALIST TRAINEE * – WC107759

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!
COPY OF REQUIRED CERTIFICATION MUST BE SENT IN WITH THE APPLICATION.

Open To: The Public
Location: ACT - Assertive Community Treatment Program / Waterbury Area Office
Job Posting No: WC107759
Hours: Monday-Friday (And Holidays) – 8:00 a.m. to 4:30 p.m. – 40 Hours/Week
One Day per Week – 10:00 a.m.-6:30 p.m.
Salary Range: (FK-13) \$39,934 - \$54,249
Posting Date: March 04, 2014 Closing Date: March 10, 2014

General Experience: Completion of the Recovery Support Specialist Certification.

Special Requirements: Incumbents in this class must possess and maintain Recovery Support Specialist Certification. **THIS CERTIFICATION MUST BE SENT IN WITH APPLICATION.** Incumbents are required to possess and maintain a current/valid Motor Vehicle Operator's license.

Working Conditions: Incumbents in this class may be required to lift and restrain clients and may have significant exposure to communicable and/or infectious diseases, strongly disagreeable conditions and risk of injury.

*** Career Progression:** After completion of six (6) months of successful and satisfactory performance as a Recovery Support Specialist Trainee, an incumbent will be moved to the Recovery Support Specialist classification, FK 14, Step 1 (on the first pay period following the completion of the six (6) month requirement).

Duties: Responsible for providing for the Assertive Community Treatment (ACT) Team, Waterbury Area Office, services to individuals of the team. Provides services in the community and the office with multi-contacts per week as needed. Provides services that are client centered which promote recovery. Works in an interdisciplinary team. Assist persons in their personal journey in recovery to achieve their hopes, dreams, and wishes. Work with persons to identify their top priorities for recovery and assist them in their development of skill building, community networking, and activities to reach those goals. Provide skill instruction, information and support that will assist someone in their recovery management and integration into the community. Provide observations to the person and the clinical support team with respect to rehabilitative interventions to assist the person in meeting their recovery goals. Utilizes client centered approaches when working with a person. Document in the medical record in accordance with the policies and procedures. Provide outreach, engagement, and interventions as identified through the recovery planning process. Participates in meetings; maintains accurate, up to date medical records. Provides direct care services in a culturally appropriate manner. Maintain client and program safety. May assist with a persons integration into the community by providing support for attendance at self help meetings, medical appointments, and use of public transportation. May provide some transportation. Must be organized and must possess computer skills to complete documentation and data entry in a timely manner. Demonstrates an understanding of cultural diversity and fosters cultural sensitivity to client's needs. Report incidents as delineated by WCMHN policy. Provide CPR and first aid as necessary. Observe all confidentiality and clients rights regulations. Perform other 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 - Employment Opportunities.

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates=Recovery Support Specialist** - 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

OR

Fax: (203) 805-6432

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities. (NP-6)