

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

CLINICAL SOCIAL WORKER ASSOCIATE – WC25855

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

Open To: The Public
Location: Transitional Housing Program (THP) / Danbury Area Office
Job Posting No: WC25855
Hours: 8:00 a.m. – 4:30 p.m. – Monday -Friday
Salary Range: \$72,153 to \$97,307
Posting Date: May 5, 2014 **Closing Date:** May 13, 2014

General Experience: One year of experience as a licensed clinical social worker.

Special Requirements:

1. Incumbents in this class must possess and retain a license to practice clinical social work pursuant to Sec. 20-195 (m) through (r) of the Connecticut General Statutes.
2. Must possess and retain a current/valid Motor Vehicle Operator's License. May be required to travel.

Duties: This position is responsible for the coordination of care for adults residing at the Transitional Housing Program (THP). Provide supervision, support and direction to THP staff in a 24 hour setting. Responsible for hiring, orienting, and the ongoing training and supervision of staff. Responsible for the admission process, coordination of care, discharge and transition planning of clients. Oversee the maintenance of housekeeping, repairs, food purchasing, supplies, smoke detectors, etc. Coordinate treatment planning meetings for clients, ensure risk assessments are completed when indicated. Liaison with other agencies within the community. Responsible for monitoring overtime, petty cash requests and monthly expenses for THP. Participate in Agency and Network Safety Committee. Participate in Leadership meetings, staff meetings, Critical Incident Reviews, Case Conferences and other meetings. May provide individual and group treatment.

Working Conditions: Incumbents in the class may be exposed to some risk of injury from assaultive and/or abusive clients.

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 = Clinical Social Worker Associate** - 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. **(P-1)**