

JOB OPPORTUNITY

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES  
WESTERN CONNECTICUT MENTAL HEALTH NETWORK (WCMHN)  
CLINICAL SOCIAL WORKER ASSOCIATE – Position Number: WC25930

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

**Open To:** State Employees and the Public

**Location:** Western Connecticut Mental Health Network

**Program/Unit:** Community Support Program / Torrington Area

**Shift/Schedule/Hours:** 1st Shift – Monday-Tuesday-Wednesday-Thursday – 8:00 a.m.-4:30 p.m.  
Friday – 10:00 a.m. – 6:30 p.m.

**Posting Date:** August 17, 2012

**Closing Date:** August 23, 2012

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status may apply. Candidates who possess the general experience and special requirements may apply.

**General Experience:** One year of experience as a Licensed Clinical Social Worker

**Special Requirements:** Incumbents in this class must possess and retain a license to practice clinical social work pursuant to Sec. 30-195 (m) through (r) of the Connecticut General Statutes. Must possess and retain a current/valid Motor Vehicle Operator's License. May be required to travel.

**Duties may include but not limited to:** Provides services to individuals in recovery. Provides individual supportive counseling, therapy, and/or co-lead groups. Document client contact and treatment in accordance with agency policy as required by the Joint Commission and other applicable standards. Ensures development of comprehensive recovery plans with measurable treatment goals and objectives. Maintains a safe and healthy therapeutic environment. Provides clinical and/or administrative oversight to the Community Support Team as designated by the Community Support Program Supervisor. Attends required meetings, including but not limited to supervision meetings. May chair and/or attend assigned agency committee meetings. Utilizes computer technology to perform appropriate job functions. Adheres to agency policies, procedures, and work rules. Perform other related duties as required.

**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).

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (ex. Clinical Social Worker Associate applying to a Clinical Social Worker Associate posting) 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:**

**Angela M. Baker, Human Resources Associate – 203-805-6411**

1) **Email:** Angela.Baker@ct.gov

**OR**

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

**OR**

3) **Postal Mail:** Western Connecticut Mental Health Network  
55 West Main St., Suite 410, Waterbury, CT 06702-5501

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/employmentopportunities](http://www.ct.gov/dmhas/employmentopportunities).

**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. (P-1)