

JOB OPPORTUNITY

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

RECOVERY SUPPORT SPECIALIST TRAINEE * – Position Number: WC92580

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

Location: Western Connecticut Mental Health Network
Position Number: WC92580
Program/Unit: Community Support Program-C / Waterbury Area
Shift/Schedule/Hours: 1st Shift - Monday-Friday – 8:00 a.m.-4:30 p.m. - 40 Hours/Week
One Day Per Week: 10:00 a.m.-6:30 p.m.
Posting Date: September 21, 2012 **Closing Date:** September 27, 2012

General Experience and Training: Completion of the Recovery Support Specialist Certification Program.

COPY OF REQUIRED CERTIFICATION MUST BE SENT IN WITH APPLICATION.

Special Requirements: Incumbents in this class must possess and maintain Recovery Support Specialist Certification. Incumbents are required to possess and maintain a valid Motor Vehicle Operator's license.

*** 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 (on the first pay period following the completion of the six (6) month requirement).

Duties may include but not limited to: 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. May assist with a person's integration into the community by providing support for attendance at self help meetings, medical appointments, and use of public transportation. May provide some transportation.

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).

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (ex. Mental Health Assistant 1 applying to a Mental Health Assistant 1 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 promotional 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.

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

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.

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)**