

**DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
SOUTHEASTERN MENTAL HEALTH AUTHORITY
JOB OPPORTUNITY
CLINICAL SOCIAL WORKER ASSOCIATE**

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: Public
Location: 401 W. Thames Street, Bldg. 301, Norwich, CT
Program/Unit: **Wellness Recovery Advocacy Program (WRAP)**
Job Posting No: **SM26148-1**
Shift/Schedule/Hours: 1st shift, Monday – Friday, 8:00 a.m. – 3:30 p.m. (full-time, 35 hours)
Salary: \$63,133 to \$85,143 (Annually) effective 8/26/13 with bargaining unit increase
Closing Date: **August 27, 2013**

Duties may include but not limited to: Provide team leadership for CSP/ RP staff within the WRAP program including but limited to; making client assignments to skill building staff, monthly group and individual supervision and field supervision of assigned CSP/RP staff. Education of staff on skill building on the CSP/RP model. Provide education and training on functional assessments, Person Centered Planning, re-assessments, and encounter notes. Development of tools for skill building staff to ensure fidelity to CSP/RP is met. Attend monthly statewide CSP/RP meetings. Provide clinical interventions as warranted to clients assigned to the team. Provide crisis intervention; and consultation to staff. Attend assigned SMHA committee meetings. Complete quarterly attendance reviews with assigned staff, annual performance appraisals; monitor staff productivity and work performance and follow established guidelines to address any deficits. Complete Biopsychosocial assessments for new clients to the program. Completion conservatorship applications, attend probate hearings, treatment team meetings in the community. Establish relationships with area providers. Provide program oversight in the absence of program supervisor. Perform other related duties as assigned.

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

Special Experience and Training: Incumbents in this class must possess and retain a license to practice clinical social work pursuant to Sec. 20-105 (m) through (r) of the Connecticut General Statutes. Incumbents in this class must possess and retain a valid driver's license and may be required to travel.

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

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

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** (example: CSWA applying to a CSWA 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/demotional candidates** must submit 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 applicants** 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.

Email: MHA-SMHA-RECRUIT@ct.gov

FAX: (860) 859-4792

**Southeastern Mental Health Authority
Office of Human Resources / Attn: Recruitment
401 West Thames Street, Building 301, Norwich, CT 06360**

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. **P-1**