

JOB OPPORTUNITY

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

Mental Health Assistant 2 – WC44394-2

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

Open To: Candidates on current examination list.

Location: Community Support Program A - Waterbury Area Office

Job Posting No: WC44394-2

Hours: Monday - Friday – 8:00 a.m. to 4:30 p.m. – 40 Hours/Week

Salary Range: \$52,090 to \$69,635

Posting Date: June 10, 2015 **Closing Date:** June 16, 2015

Eligibility Requirements:

1. Candidates must have **applied for and passed the Mental Health Assistant 2 exam** and **be on the current certification list** promulgated by the Department of Administrative Services for this classification.
2. State employees currently holding the above title or State employees who have previously attained permanent status may apply for lateral transfer.
3. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Special Requirements: Incumbents in this class must possess and retain a current/valid Motor Vehicle Operator's License. Incumbents in this class may be required to travel.

Duties: Considerable knowledge of psychiatric rehabilitation and case management duties, principles, practices and procedures in carrying a case load of clients with a mental illness and/or substance abuse disorder on a Community Support Team. Considerable knowledge of acceptable standards of nursing care, first aid; knowledge of dynamics of human behavior and assisting clients improvement of quality of life, skill building, health & wellness, acquiring and maintaining entitlements, housing, etc. Knowledge of hygiene and sanitation; knowledge of safety and fire procedures and security measures. Strong documentation skills in the use of care plans, electronic health record, productivity measures and sound communication skills. Strong positive interpersonal and communication skills; considerable counseling skills; observation skills; ability to lead staff and supervise client activities in our facility and in the community. Ability to understand and follow agency policy and procedures; ability to apply principles of therapeutic counseling under supervision and assist clients in recovery. Work effectively with families and other providers for successful client outcomes. Demonstrates a professional demeanor on a consistent basis, is solution focused and works collaboratively as a member of an interdisciplinary team dedicated to our clients and their recovery process. Possess a person centered approach to treatment and behaves in a manner that is consistent with the provision of trauma informed care. Demonstrates the ability to assist team in meeting fidelity criteria for the CSP model. Strong knowledge of community resources and programs. Ability to develop curricula and instruct groups; ability to understand, interpret and carry out oral and written instructions.

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

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=Mental Health Assistant 2** - 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) 805-6440

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)**