



Department of  
**ADMINISTRATIVE SERVICES**  
*Job Postings*



Department of Mental Health and Addiction Services  
**Mental Health Assistant 2 – CM PN85901**

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

**Open To: LATERAL TRANSFER LIST HAS BEEN CLEARED  
ALL OTHER QUALIFIED APPLICANTS MAY APPLY**

**Location: Connecticut Mental Health Center, ACT Team, 458 Grand Avenue, New Haven, CT**

**Job Posting No: PN 85901**

**Hours: 1<sup>st</sup> shift – Monday through Friday, 11:00am to 6:30pm – 35 hours per week**

**Salary: \$46,946.00 to \$62,757.00**

**Closing Date: Sunday, January 31, 2016**

**Eligibility Requirement:** 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. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

**Duties may include but are not limited to:** This Mental Health Assistant 2 will function as a member of the Assertive Community Treatment (ACT) Team; an interagency collaborative endeavor designed to provide outreach to severely mentally ill adults who often utilize emergency room and inpatient levels of care but may not follow-through with outpatient treatment. Will participate in the assessment and monitoring of team clients, both in the community and in the office; providing individual, group and family supportive counseling under the supervision of a mental health professional of higher grade. Will assist clients in the development and implementation of individual treatment and recovery plans based on their strengths and preferences. Will assist clients with decision-making and problem-solving, as well as in learning and utilizing daily living skills, budgeting, and community adaptation skills. Will advocate for services or resources that meet client needs, and participate in liaison activities to other community service providers. May supervise self-administration of oral medications. Will participate in crisis intervention. May coordinate activities for groups of clients. Will document all services provided in accordance with CMHC and regulatory standards. May assist with data collection. Will perform other duties as required. The preferred candidate will have prior experience working on an ACT Team or providing clinical and case management services to severely mentally ill adults in the community. Will demonstrate the ability to work as part of a team and to articulate the recovery-oriented, “can do” philosophy that is essential to functioning of a strong ACT Team.

**Special Requirement:** Incumbents in this class must possess and retain a valid driver’s license and may be required to travel.

**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 applications received, it is extremely important to note the **Position Number (found on the posting)** 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 promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). <http://www.ct.gov/dmhas/cwp/view.asp?a=2904&q=420408> the position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).

**E-MAIL ADDRESS: [CMHCRECRUITMENT@ct.gov](mailto:CMHCRECRUITMENT@ct.gov) ~FAX # 203-974-7637**  
**DMHAS – Connecticut Mental Health Center**  
**Office of Human Resources Attn: Recruitment**  
**34 Park Street, New Haven, CT 06519**

**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)