

JOB POSTING

**CONNECTICUT MENTAL HEALTH CENTER
MENTAL HEALTH ASSISTANT 2-CM25601
"OPEN TO STATE EMPLOYEES ONLY"**

PLEASE NOTE: The location, fax number and e-mail information to send responses to postings has changed. Responses to postings must be sent to the facility where the vacancy exists; therefore, it is important to follow the specific application instructions at the bottom of this posting.

Location: CONNECTICUT MENTAL HEALTH CENTER

Program/Unit: Community Support Program - Plus

Shift/Schedule/Hours: 1st shift / Monday – Friday / 8:30 AM – 4:00 PM; with approximately one shift per pay period 11:00 AM – 6:30 PM.

Salary: \$23.52 Hourly

Posting Date: June 5, 2012

Closing Date: June 11, 2012

Duties include but are not limited to: The MHA 2 on the CSP+ Team will provide rehabilitative case management in the community. Specific duties will include the provision of individual supportive counseling and group work, with a focus on modeling and teaching the skills needed by assigned clients in order to manage independent living. The MHA 2 will administer functional and other types of assessments to identify and track client learning needs over time. Will develop and maintain collaborative relationships with community service providers, families and significant others in partnership with assigned clients. Will collaborate with clients and other care providers to develop and monitor person-centered treatment and recovery plans. Will complete contact notes and other required forms of documentation in accordance with agency and regulatory requirements. Will identify and monitor client risk factors and will collaborate in the development and monitoring of crisis response plans as indicated.

Eligibility Requirement: This is a competitive classification. State employees currently holding the above title or those who have previously attained permanent status **or candidates who have applied for and passed the MENTAL HEALTH ASSISTANT 2 examination**, and therefore; on the current certification list promulgated by the Department of Administrative Services for this classification may apply.

General Experience and Training: Three (3) years' experience at the level of Mental Health Assistant 1.

Special Experience: Must possess and maintain a current valid motor vehicle operating license.

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: 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/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.

PLEASE SEND APPLICATIONS TO:

**Robert Paolitto, Human Resources Specialist
Connecticut Mental Health Center
34 Park Street
New Haven, CT 06519
Fax : (203) 974-7637
Email : Robert.paolitto@po.state.ct.us**

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