

DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES
SOUTHEASTERN MENTAL HEALTH AUTHORITY
JOB OPPORTUNITY

CLINICAL SOCIAL WORKER – Options Outpatient Program
BILINGUAL SPANISH SPEAKING REQUIRED

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

Open To: The Public
Location: 401 W. Thames Street, Bldg. 301, Norwich, CT
Job Posting No: SM26147
Hours: 1st shift, Monday – Friday, 9:00 a.m. – 4:30 p.m. (full-time, 35 hours)
Salary: \$58,413
Closing Date: August 20, 2012

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

Duties may include but not limited to: Perform intakes for clients seeking services at SMHA and OPTions Outpatient Program. Provide direct clinical social work treatment to clients, families, etc. Create, monitor and maintain all clinical documentation including assessments, recovery plans, crisis plans, etc. Develop comprehensive plans with measurable treatment objectives, monitoring and evaluation of effectiveness of treatment. Expedite prompt dispositions to appropriate teams in agency based on client needs and choice. Provides appropriate customer service skills with all clients, staff and others, maintaining a professional demeanor. Utilizes a solution focused approach to all work in this position. Ability to complete all work in a thorough and clinically comprehensive approach and work effectively with other teams, agencies in and out of catchment area for excellent continuum of care for every client, other related duties as required.

General Experience and Training: Licensure as a clinical social worker in the State of Connecticut.

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 be bilingual, oral and written, Spanish.** 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 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: Clinical Social Worker applying to a Clinical Social Worker 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:

Cindy Lukaszewicz, Human Resources Assistant
Southeastern Mental Health Authority
401 West Thames Street, Building 301, Norwich, CT 06360
Phone: (860) 859-4651 - FAX: (860) 859-4792
Email: Cindy.Lukaszewicz@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. **P-1**