

Santa Cruz County Job Announcement

SENIOR MENTAL HEALTH CLIENT SPECIALIST Recruitment #11-SK5-01

Date Opened: 9/1/2011 5:00:00 PM
Filing Deadline: 9/23/2011 11:59:00 PM
Salary: \$5,214 - \$6,597 / Month
Job Type: Open & Promotional

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DEFINITION

Bilingual (Spanish/English) Encouraged to Apply
Bilingual Pay: Level I \$0.50 / hour & Level II \$0.85 / hour

THE JOB: This is the advanced journey level classification in the professional Mental Health and Substance Abuse services series. Incumbents provide intensive therapy, treatment and diagnosis for the most complex cases and act as a consultant in specialized areas such as adult treatment, after care, families, juveniles, older adults, substance abuse or mentally ill sex offenders. The current vacancies are working with adults in low income health and homeless programs. There is one vacancy providing Mental Health services for homeless adults in a primary medical care setting; one vacancy in the Alcohol and Drug Program which provides screenings, brief intervention, referrals, case management and group counseling services in a primary medical care setting; and three vacancies for Mental Health clinicians to work at primary medical clinics providing services in low income health programs for adults. **BILINGUAL CANDIDATES ARE HIGHLY ENCOURAGED TO APPLY.** Bilingual Senior Mental Health Client Specialist positions require that the mental health and/or substance abuse clinician be fully fluent in Spanish and English in order to provide the full range of professional level mental health and/or substance abuse services in Spanish, including the facilitation of individual, group, family and crisis counseling. Bilingual clinicians may be asked to translate written clinical materials and interpret for Spanish speaking clients that need to communicate with monolingual English speaking mental health and/or substance abuse professionals. The list established from this recruitment will be used to fill all current and future full-time, part-time, substitute and extra-help vacancies.

EMPLOYMENT STANDARDS

THE REQUIREMENTS: Any combination of training and experience which would provide the required knowledge and abilities is qualifying, unless otherwise specified. A typical way to obtain these would be:

- Possession of a Master's Degree or Ph.D with a major in Social Work, Psychology, Clinical Counseling, Psychiatric Nursing or a closely related behavioral science field which has included completion of a university approved internship, preferably a clinical internship, in a mental health agency, AND two years of experience providing
- Possession of a Master's Degree or Ph.D with a major in Social Work, Psychology, Clinical Counseling, Psychiatric Nursing or a closely related behavioral science field which has included completion of a university approved internship, preferably a clinical internship, in a mental health agency, **AND** two years of experience providing treatment, counseling* or case management services to clients in a mental health setting.

OR

- Qualification as a Certified Occupational Therapist or a Licensed Registered Nurse **AND** four years of experience in mental health service delivery.

*Substance abuse counseling may be considered for up to 75% of qualifying experience for assignments in Adult Mental Health. Educational counseling may be considered for up to 50% of qualifying experience for assignments in Children's Mental Health. Substance abuse counseling may be considered for up to 100% for assignments in Children's Mental Health.

LICENSE REQUIREMENTS: Possession of one of the following licenses issued by the State of California: Clinical Social Worker, Marriage, Family and Child Counselor, Registered Nurse, Occupational Therapist or Clinical Psychologist. If licensed in another state, incumbent must obtain the appropriate license issued by the State of California within twenty-four months from the date of employment. **Additional License/Certificate Requirements:** Possession of a valid California Class C Driver License or the ability to provide suitable transportation which is approved by the appointing authority. If licensed in another state, obtain licensing requirements by contacting the CA Department of Consumer Affairs Board of Behavioral Science Examiners at www.bbs.ca.gov or (916) 445-4933. **Alcohol and Drug Program:** All non-licensed* individuals providing counseling services in an Alcohol and Other Drug (AOD) program must be certified as an Alcohol and Drug Counselor, or become registered within six (6) months of the date of hire to obtain certification as an AOD counselor by one of the approved certifying organizations. *Licensed professionals include physicians licensed by the Medical Board of California, psychologists licensed by the Board of Psychology, a clinical social worker or marriage and family therapist licensed by the California Board of Behavioral Sciences, or an intern registered with the California Board of Psychology or the California Board of Behavioral Sciences. **SPECIAL REQUIREMENTS: Background Investigation:** Fingerprinting is required. **Special Working Conditions:** All assignments: Exposure to offensive odors such as unwashed people and clothes, human and animal feces; the possibility of infections which may cause chronic disease or death; and may be exposed to cigarette smoke. **Juvenile Hall and Acute/Emergency Services Assignments:** Exposure to noise, such as people yelling. **Children's Service Assignment:** Exposure to disturbing material, such as photos of abused children; allergens such as poison oak, insect stings or bites, and pollens. Some positions may require lifting objects such as boxes of belongings weighing up to fifty pounds. Note: Incumbents may be assigned to positions with any of the above working conditions on an emergency, as needed basis. **Other Special Requirements:** Incumbents may be assigned to carry a pager and respond to crisis situations, and perform "on-call" or call/back duties. Work situations may include evenings, weekends and holidays.

Knowledge: Thorough knowledge of psychological and social aspects and characteristics of emotional disturbances and mental illness; principles and methods of counseling and the accepted techniques for assessing psycho-social behavior. Working knowledge of human behavior and development; appropriate and available community resources; problems, needs and attitudes of individuals with emotional and social disturbance; pertinent laws and regulations regarding health and social service programs; laws and regulations as they pertain to clients' legal rights. Some knowledge of pharmacology of medications and psychotropic drug treatment and current diagnostic and statistical manual of the American Psychiatric Association.

Ability to: Assess and diagnose all types of client behavioral and emotional actions/problems, and develop and implement effective and appropriate treatment plans; conduct effective and appropriate individual and group psychotherapy on an on-going basis; train others at various levels of expertise in the concepts and theories of the diagnosis and treatment of mental illness; prepare a variety of administrative and professional reports; lead and participate in a treatment team, including effectively coordinating and directing the work of others; establish and maintain a variety of case notes, client records and other required documentation; communicate effectively in both oral and written form, expressing complex and technical terminology and concepts in an understandable manner; learn Agency's policies and procedures relative to client support and treatment programs; establish and maintain effective working relationships with those contacted in the performance of required duties; learn to input and access data utilizing a computer; distinguish speech and non-speech sounds in noisy environments; intervene and diffuse situations involving combative clients including active restraint if needed; stand and walk for extended periods of time may be required for some positions.

BENEFITS

EMPLOYEE BENEFITS:

ANNUAL LEAVE – 22 days first year, increasing to 37 days after 15 years. Available after six months for vacation and/or sick leave.

HOLIDAYS – 12.5 paid holidays per year.

BEREAVEMENT LEAVE – 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN – The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and dependents.

DENTAL PLAN – County pays for employee and dependent coverage.

VISION PLAN – County pays for employee coverage. Employee may purchase dependent coverage.

RETIREMENT – PERS 2% @ 55 retirement plan County pays a portion of retirement contribution.

LIFE INSURANCE – County paid \$20,000 term policy. Employee may purchase additional life insurance.

SDI – Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

LONG TERM DISABILITY PLAN – County paid plan. Plan will pay up to 60% of covered earnings for a maximum monthly benefit of \$1,807.00 following a 365 day elimination period.

DEPENDENT-CARE PLAN – Employees who make contributions for child or dependent care may elect to have their contributions made utilizing “pre-tax dollars.”

H-CARE PLAN – Employees who pay a County medical premium share of cost may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) – Employees may elect this pre-tax program to cover qualifying health care expenses.

EMPLOYEE CREDIT UNION – Offers systematic savings and low interest loans.

DEFERRED COMPENSATION – A deferred compensation plan is available to employees.

OTHER – Other pay and benefit items apply to certain positions or assignments, such as Bilingual Pay and Night Shift Differential.

SELECTION PLAN

THE EXAMINATION: Your application and supplemental application will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental application. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental application. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply Online Now! Click on the link below; or print out an application and supplemental questionnaire and mail/bring them to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 310, Santa Cruz, CA, 95060 or Personnel Department, 1430 Freedom Blvd, Suite 101, Watsonville, CA, 95076. For information, call (831) 454-2600. Hearing Impaired TDD# (831) 454-2123. Applications will meet the final filing date if received in one of the following ways: 1) In the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

IF YOU HAVE A DISABILITY THAT WOULD REQUIRE TEST ACCOMMODATION, CALL (831) 454-2600. WOMEN, MINORITIES AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require fingerprinting and/or background investigation.

NOTE: The provisions of this bulletin do not constitute an expressed or implied contract.

An Equal Opportunity Employer