

LINN COUNTY CLASSIFICATION

TITLE: MENTAL HEALTH SPECIALIST 1
NUMBER: 771
PAY RANGE: 14
CATEGORY: OPEU

APPROVAL ORDER
NUMBER: 2000-457
DATE: October 25, 2000

GENERAL STATEMENT OF DUTIES/JOB OBJECTIVES: This is the entry level Mental Health Specialist classification. Employees are encouraged to take advantage of regular supervision, professional training and skill development opportunities to facilitate professional growth and personal advancement. Employees in this classification perform professional mental health services to clients with mental or emotional disturbances, alcohol and other drug abuse problems, mental retardation or other developmental disabilities. Duties include client evaluations, case management, individual, group and family therapy. Additional duties include community consultation and technical assistance to other agencies, plus clinical consultation to other clinicians.

SUPERVISION RECEIVED: Works under the supervision of the Program Manager or a Supervising Mental Health Specialist.

SUPERVISION EXERCISED: Functional and technical supervision of employees in the Mental Health Associate classifications or other classifications may be assigned.

ESSENTIAL FUNCTIONS: A person employed in this classification must possess the capability to perform the following duties to be considered for this position. The duties are essential functions requiring the critical skills and expertise needed to meet job objectives. Additional specific details of these essential functions may be provided by the specific office or department job announcement, if applicable.

1. Perform client evaluations and record them in the client's chart.
2. Develop individual treatment or habilitation plans.
3. Provide leadership and represent the department at inter-agency habilitation staff meetings.
4. Provide education, technical assistance and consultation to other service providers.
5. Provide information to prospective clients and the general public about the services available through this department and by other community agencies.
6. Provide client services and complete documentation of the services provided in accordance with department policies and Oregon Administrative Rules.
7. Provide individual, group and family therapy.
8. Provide after-hours emergency crisis intervention services to individuals and consultation and support to other community agencies.

9. Provide pre-commitment investigations of persons alleged to be mentally ill and recommend to the court whether a civil commitment hearing is warranted.
10. Develop and maintain effective, harmonious and reasonable work relationships with others.
11. Maintain regular and predictable work attendance.

OTHER FUNCTIONS:

12. Other duties as assigned.

RECRUITING REQUIREMENTS: (Additional specific details may be provided by the specific office or department job announcement, if applicable).

KNOWLEDGE, SKILL AND ABILITY: Knowledge of the principles and practices of community-based mental health, chemical dependency or developmental disability services. Knowledge of treatment modalities, counseling strategies and habilitation planning. Knowledge of the functions of other health, social service and education agencies. Ability to learn and comply with the Oregon Revised Statutes, Oregon Administrative Rules, department policies and other regulations that apply to the program area to which assigned.

Professional level skills in performing client evaluations, counseling and case management services. Ability to conduct thorough client interviews and evaluations and to correctly interpret and effectively communicate the information. Demonstrated ability to exercise sound clinical judgement in appraising complex situations plus the ability to develop comprehensive individualized treatment or habilitation plans. Ability to develop supportive relationships with assigned clients. Ability to write clear and concise reports and client evaluations. Employees in this classification are not expected to perform as independently as the Mental Health Specialist 2 and will not be assigned regular clinical consultation duties to other Mental Health Specialists. Ability to develop and maintain effective working relationships with peers, supervisors and professionals in related disciplines.

Ability to use word processing as required by the position.

EXPERIENCE, EDUCATION AND TRAINING: Master's Degree in psychology, social work, counseling, or related field is required. Professional or supervised practicum-level experience in providing similar services to persons with similar problems or concerns is desirable but not required. Any satisfactory equivalent combination of experience, education and training which demonstrates the ability to perform the work described may be acceptable.

NECESSARY SPECIAL QUALIFICATIONS: Possession of a valid motor vehicle operator's license and an acceptable driving record at the time of appointment may be a condition of employment. Certain assignments may require certification by the State Mental Health and Developmental Disabilities Services Division or the State Office of Alcohol and Drug Abuse Programs, following appointment.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: Work is generally performed indoors in multiple offices or clinic settings. Work may also involve travel to various community agencies, client homes and schools throughout the County. Work involves a significant amount of locomotion including operation of a motor vehicle and movement from the vehicle to the office, clinic, community agency or school. Requirements include the ability to see, talk and hear, sit stand and walk, bend and stoop, use hands to handle or operate objects, tools or controls, including use of a computer keyboard; reach with hands and arms and lift or move thirty (30) pounds.