



## EMPLOYMENT OPPORTUNITY

Tri-City Mental Health Services invites your application for the position of:

### **MENTAL HEALTH REHABILITATION SPECIALIST I/II/III**

**(Part-Time/Bilingual)**

**HOURLY SALARY: I: \$20.5002 - \$26.6505**

**II: \$22.5505 - \$29.3155**

**III: \$24.8053 - \$32.2471 (DOQ)**

**APPLY BY: OPEN UNTIL FILLED**

#### **THE POSITION**

Tri-City is looking for **one (1)** special, bilingual individual to serve as a part-time (20 hours per week) Mental Health Rehabilitation Specialist (MHRS) I/II/III for the **Children's Outpatient Program (COP)**. The MHRS I/II/III is a **school partnership (SPT)** position and will appeal to bilingual individuals who are passionate about working with children, adolescents, young adults and their families and may have or would like experience in a school setting. The MHRS I/II/III will report to the School Partnership Program Supervisor.

This position is responsible for a variety of ongoing responsibilities including, but not limited to:

- Provide individual and group rehabilitation for children, adolescents, and youth with mental illness;
- Provide collateral and family support, crisis intervention, case management as needed at a school site located in Pomona, California;
- Provide services in the field and provide transportation to clients as needed;
- Provide clients with linkage to community resources;
- Document and maintain records as required and as credentialed, include attendance records, daily visit logs, daily and/or weekly interdisciplinary notes, etc.;
- Other duties as assigned.

#### **TRI-CITY PART-TIME BENEFIT OVERVIEW:**

**SALARY:** Merit increases available annually based on performance, budget availability and supervisor approval. Based on assigned duties, organizational structure, demonstrated level of proficiency/work performance, and budgetary authorization, a position may remain at the Clinical Therapist I or II level indefinitely.

**SICK LEAVE:** Employees earn 1 hour of paid sick leave for every 30 hours worked or 3 days.

**PENSION:** Enrollment in Lincoln Financial 401a Money Purchase Plan (MPP); Tri-City contributes 7.5%; no Social Security.

**ADDITIONAL BENEFITS:** EAP, Credit Union, and Bilingual Pay.

#### **AN EQUAL OPPORTUNITY EMPLOYER**

Tri-City does not discriminate on the basis of race, color, religion and religious creed, sex, gender, gender identity, gender expression, national origin, ancestry, citizenship status, age, marital status, disability, medical condition, genetic characteristics or information, sexual orientation, military and/or veteran status or any other basis protected by law. Tri-City maintains and enforces a zero-tolerance policy relating to substance abuse and maintains a smoke-free workplace.

[www.tricitymhs.org/careers](http://www.tricitymhs.org/careers)

## QUALIFICATIONS

**Mental Health Rehabilitation Specialist I:** Associate's degree and six years' experience in a mental health setting in the areas of physical restoration, social adjustment, or vocational adjustment.

**Mental Health Rehabilitation Specialist II:** Bachelor's degree and four years' experience in a mental health setting in the areas of physical restoration, social adjustment, or vocational adjustment.

**Mental Health Rehabilitation Specialist III:** Master's degree and two years' experience, OR bachelor's degree and six years' experience, in a mental health setting in the areas of physical restoration, social adjustment, or vocational adjustment.

**BILINUGAL: Spanish, required. LICENSE:** Must have & maintain a valid Class C California Driver's License, have a satisfactory driving record and meet Agency's vehicle insurance standards. Must be able to complete all clinical documentation, notes and treatment plans within a specified timeframe.

Any combination of education and experience that would provide the required knowledge, abilities and skills may be considered as qualifying. **The Department will determine level of hire (MHS I, MHS II or MHS III) at conditional offer of employment.** \*Candidates may be hired above the minimum salary range depending on qualifications (DOQ).

**PREFERRED:** Experience working with children and adolescents in a mental health setting; Microsoft Word and Excel experience; strong typing skills; Welligent/Electronic Health Record (EHR) experience; must be comfortable working in the field with moderate to severe behavioral health clients.

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### **APPLICATION & SELECTION PROCESS:**

Applications will be received and reviewed through CalOpps website. Those candidates, whose applications indicate that they are most qualified, will be invited to attend an oral interview. If necessary a second and third oral interview will be conducted.

To apply, please visit our Jobs Page at <http://www.tricitymhs.org/jobs> or via CalOpps at: <https://www.calopps.org/node/11282471/recruitments>

You must apply online. Tri-City does not accept fax, email or copy applications. You may include a cover letter and resume, however, resumes in lieu of completion of the online application are not accepted. Questions regarding this recruitment can be directed to:

**Email:** [hr-team@tricitymhs.org](mailto:hr-team@tricitymhs.org)

## **ABOUT TRI-CITY**

Tri-City Mental Health Services is a public agency serving the diverse communities of Pomona, Claremont, and La Verne.

Established in 1960, Tri-City Mental Health Services (TCMHS) was conceptualized as a comprehensive mental health service provider, dedicated to helping families and individuals of all ages reach their full potential. Through close and dedicated collaboration with the community it serves, TCMHC has successfully created an integrated system of care that ensures access and enhances mental and emotional health. Available services include but are not limited to psychotherapy, clinical case management, medication support, peer-to-peer support, psychoeducation, linkage and referral, vocational training and support, socialization activities, and community outreach. [www.tricitymhs.org/careers](http://www.tricitymhs.org/careers)