NEIGHBORHOOD HOUSE ASSOCIATION

5660 Copley Drive • San Diego, CA 92111

Developing children, families and future leaders of our communities through empowerment, education and wellness from our house to yours.

JOB ANNOUNCEMENT

MENTAL HEALTH LICENSED CLINICIAN - GERIATRIC SPECIALTY (GS)

DATE POSTED: April 22, 2016 **APPLICATION DEADLINE: OPEN UNTIL FILLED**

Position no. / Range:	Range 55.00	**Union Status:**	Non-Union
Starting Pay:	$33.88	**Status/ Hours:**	Full Time/ Non- Exempt
Hours of Work:	40 hours per week	**No. of Weeks:**	52
Location:	286 Euclid Ave. Ste. 207, San Diego, CA 92114	**Dept. / Program:**	Project Enable- GS Program

Basic Job Assignment:

Under general supervision of the Program Manager, Geriatric Specialty, the Mental Health Licensed Clinician provides and/or coordinates psycho-social services for the mental health needs of older adults 60 years of age and older; and performs related work as required. The Mental Health Licensed Clinician position is a senior outreach position that provides services primarily in the clients' homes.

Employment Requirements:

The ideal candidate is a self-motivated, independent worker who possesses a solid understanding of Counseling theory, principles and practices, and consultation techniques related to older adults; Cultural and socio-economic issues relevant to providing appropriate rehabilitation and recovery services to special population groups, including older adults, African-American, Latino, and LGBT population/ communities; Human behavior theory; Local community and agency resources available to assist the older adult population; Group dynamic theories and methods; normal and abnormal emotional growth and development patterns; Psychological and behavioral dysfunctions occurring in mental disorders or in social disorganization; Bio-psychosocial rehabilitation and recovery treatment modalities; Current trends and issues in the field of counseling, psychotherapy, and older adults. The ideal candidate will have the ability to Work with the older adult population; Maintain detailed client documentation; Exercise tact, objectivity, sensitivity, strategy and judgment in dealing with a variety of people with mental illnesses; Appropriately identify, assess, diagnose and effect appropriate treatment plans utilizing community resources and psycho-social treatment modalities in meeting the needs of the older adult populations; communicate effectively with staff, managers, clients/participants, and diverse clientele outside of the department and organization; skillfully establishes and maintains effective working relationships with all levels of Association management, employees, funding source representatives and others encountered in the course of work; is well organized and is able to plan, prepare, and execute accordingly; has excellent verbal and written communication skills; and has demonstrated experience working with culturally and ethnically diverse, low income or no income clients and unique populations.

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Qualifications:

- A Master's Degree in Social Work or Counseling; ***AND***
- Minimum of three years of increasingly responsible and related experience in a health or mental health setting including those serving the older adult population; ***OR***
- An equivalent combination of training and experience;
- Must be licensed by the State of California as an LCSW, MFT or Clinical Psychologist with experience in geriatrics;
- Ability to effectively interact and clearly communicate with internal and external clients and stakeholders;
- Clinical practice and course work in advanced health assessment, advanced pharmacology and advanced pathophysiology is preferred.
- Superior interpersonal relationship skills are essential;
- A valid California Class C Driver's License, which must be maintained throughout employment in this class, is required at time of appointment; ***OR*** must have the ability to arrange necessary and timely transportation for field travel.

Example of Major Functions:

- Acts as the Geriatric Specialist for the assigned Region;
- Provides mental health senior adult services such as mental health screenings, assessment, triage and linkage with primary care and geriatric service providers, short term case management and individual counseling, as well as crisis intervention;
- Facilitates group, family and collateral counseling sessions and specialized psycho educational classes;
- Conducts outreach activities within a psychosocial rehabilitation treatment perspective, and consultation to other service providers for the older adult population;
- Collaborates with other service team members and other appropriate individuals on clients' status;
- Provides guidance and instruction to other staff members regarding appropriate treatments for clients within scope of responsibility and expertise;
- Maintains detailed documentation of clients' progress and various other administrative functions associated with the program;
- Documents client charts including updates and entry of assigned clients' progress notes;
- Maintains daily log of clients seen;
- Provides ongoing assistance, support and guidance to assigned older adult clients;
- Interviews and screens potential clients;
- Monitors clients' progress, performs necessary services and/or ensures that services or treatments are provided as directed by service and/or care plans;
- Provides counseling to clients as required;
- Acts as a resource and provides and/or makes appropriate referrals for necessary or requested services;
- Conducts in-home assessment and intervention;

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Example of Major Functions (continued):

- Develops and maintains links with relevant referral sources, community service providers and/or human service professionals and provides information to these sources and agencies; when assigned, conducts program tours;
- Discusses client progress and/or issues with Program staff and professionals and, when appropriate, recommends solutions and/or requests assistance and guidance from management within scope of responsibility and expertise;
- Prepares quarterly summaries for clients; completes intake, discharge and other necessary paperwork as needed;
- Reads current literature, talks with colleagues, or participates in professional organizations or conferences to keep abreast of developments in geriatrics and older adults.

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SUPPLEMENTAL QUESTIONS

1. Please describe your experience working in a health or mental health setting including those serving the older adult population. Include employers and dates of employment.

2. Please discuss and specialized training, work experience, or certification in Geriatric care you may have.

3. Detail your experience providing individual and group therapy, assistance and support to clients in rehabilitation and recovery.

4. Describe two cases in which you had to provide crisis interventions. What were the outcomes?

5. Describe a time when you were faced with a stressful situation at work that tested your coping skills, and what you did to remedy the situation.

6. Discuss any experience you have assigning, scheduling, reviewing, and evluating the work of other staff and/or volunteers as well as planning necessary in-service training and education for other staff and/ or volunteers.

7. Describe oyour computer application skills (specifically related to word processing, spreadsheet and database software applications). List by name any software applications you have used.
   Indicate your level of proficiency by software application listed as follows:
   a) Highly proficient and use very frequently
   b) Competent; have basic/ general knowledge; or
   c) Somewhat knowledgeable but do not use very frequently.

I hereby certify that all statements made in this supplemental questionnaire are true and complete, and understand that any misstatements of material facts ill subject me to disqualification and/ or dismissal.

Applicant Signature: _____ Date: _____

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APPLICATION SUBMITTAL INSTRUCTIONS:

Applications may be obtained at 5660 Copley Drive, San Diego, 92111; 841 S. 41st Street, San Diego 92113; or on the Agency website at www.neighborhoodhouse.org. Completed applications may be mailed or delivered to the Human Resources Department at 5660 Copley Drive, San Diego, CA 92111 or scanned/emailed to: **recruiting@neighborhoodhouse.org.**

Applications must be fully completed (per instructions), signed, and dated when submitted. The included supplemental application questions must be attached to the application at the time the application is submitted. All statements on the application will be subject to verification and investigation prior to employment. In order for your education or certification(s) to be considered, you must attach a copy of your official degree transcripts or diploma or foreign equivalency report and/ or certification to your application. Please only submit the documents required.

NOTE: ***Only those candidates being considered will be contacted for an interview and reasonable accommodations may be made to enable individuals with qualified disabilities to perform the essential functions of job on a case by case basis.***

BENEFITS:

Vacation; sick leave; 13 holidays; 2 personal days and 4 days bereavement leave; medical; dental; life and disability insurance; Social Security and Retirement Plan.

*Medical and dental benefits are provided to regular employees who work a minimum of 20 hours per week.

INTRODUCTORY PERIOD:

All regular appointees serve 6 months introductory period.

CITIZENSHIP/IMMIGRATION STATUS:

In accordance with the Immigration Reform and Control Act of 1986, Neighborhood House Association hires only U.S. citizens and others lawfully authorized to work in the U.S.

This Job Announcement is not an offer of employment. The provisions of this job announcement do not constitute an express or implied contract. Any of the provisions contained in this job announcement may be modified or revoked without notice. Any person who is hired may voluntarily leave their employment upon giving proper notice, and may be terminated by the Agency at any time and for any reason. Any oral or written statements to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or existing employee.

Please note that offers of employment are only valid if they are made by the Human Resources Department.