

# COOS COUNTY JOB ANNOUNCEMENT

## MENTAL HEALTH SPECIALIST II – FORENSICS

Coos Health & Wellness

\$5,816 - \$6,803 per month

\$69,792 - \$81,636 per year

Provides focused counseling/case management and skills training for adults involved in the criminal justice system, including adults unable to aid in their own defense. Much of the work is community-based and will require working closely with local courts, jail, hospitals and other state facilities with Aid & Assist' and 'Choice Model' patients. Maintains responsibilities for state and regional placements, transitions between care and movement of care back into our community. Coordinates with involved treatment teams and develops additional resources to help individuals maintain community integration. This is an excellent opportunity to broaden and hone clinical skills for new and developing Clinicians, or for a more experienced QMHP looking for a change and to make a difference.

Position requires a valid driver's license with good driving record and will be subject to DMV's ARS Reporting. Selected candidate will be required to undergo a background check through DHS.

**DEPARTMENT:** COOS HEALTH & WELLNESS

**GENERAL STATEMENT OF DUTIES:** Please refer to the attached position description.

**APPLICATION PROCEDURE:** Coos County Application **REQUIRED.**

**Apply to:** Coos County Human Resources Department, Courthouse

**By mail:** 225 N. Adams Street  
Coquille, OR 97423

**By fax:** (541) 396-1012

**By email:** humanresources@co.coos.or.us

**CLOSING DATE:** Open Until Filled

**\*\*Equal Opportunity Employer\*\***

**Posted:** Coquille Courthouse  
CHW Building  
Indeed

Email All Coos County Employees  
County Website

**NOTE:** Under provision of the Immigration Reform and Control Act of 1986,  
Coos County requires that any person hired or rehired to provide evidence of identity and eligibility for employment.

## DESCRIPTION OF POSITION

Revision: 09/2015

1.	Classification Title: Mental Health Specialist
2.	Working Title: <b>Corrections</b> Mental Health Specialist
3.	Department: Coos Health & Wellness
4.	Pay Grade: 447 Position Is: Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/> Extra Help Excluded from Bargaining Unit? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> AFSCME Eligible for Overtime? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5.	What is the purpose of this position?  To provide mental health services for individuals with the primary diagnosis of a mental illness who are also involved with the criminal justice system. The case load will include: individuals supervised by Community Corrections; individuals incarcerated in the Coos County Jail; individuals referred to the Mental Health Treatment Court; individuals open with Coos Health & Wellness.
6.	Essential functions of position. (Reason position exists is to perform these functions.) List duties that must be performed to accomplish the purpose of the position. <ol style="list-style-type: none"> <li>1. Provide clinical documentation, reports and records to meet State, Federal, Regional and CHW standards and requirements. Includes, but not limited to:             <ol style="list-style-type: none"> <li>a. Clinical formulations that clearly direct treatment considerations and focus.</li> <li>b. Psychosocial and diagnostic assessments, mental status exams, risk assessments, safety plans.</li> <li>c. Recovery oriented treatment plans with objective, measurable objectives.</li> <li>d. Clear, organized, timely progress notes.</li> </ol> </li> <li>2. Provide support, counseling and education to consumers to assist them in achieving their recovery goals. Maintain strength-based approach. Assist consumers in accessing available benefits and services.</li> <li>3. Utilize motivational interviewing and provide stage appropriate interventions.</li> <li>4. Develops with consumer an individualized treatment plan to submit to the court that is ordered as conditions of sentencing. Continue to monitor treatment progress and appear in all subsequent hearings with the consumer. Provide case management services for individuals for the length of their court sentence. Prepare reports for the courts on consumer progress in treatment, make recommendations for any changes to treatment plan.</li> <li>5. Provide communication to all involved agencies; Jail, Courts, Mental Health Treatment Court, Adult Corrections, Mental Health and with involved family, caregivers, medical, psychiatric and other providers on case planning and progress reports.</li> <li>6. Provide mental health crisis interventions and stabilization, continuously evaluate health and safety issues and implement appropriate crisis planning. Assist consumers in self-directing a crisis plan.</li> <li>7. Provides evaluation for inmates on suicide watch to approved move to general population incarceration.</li> <li>8. Facilitate continuation of mental health services following discharge for referred consumers through the Office of Probation and Parole.</li> <li>9. Respond to inmate requests for mental health services following incarceration.</li> <li>10. Provide trauma/crisis debriefing with jail employees as requested.</li> <li>11. Provides mental health counseling to a specialized caseload of corrections clients with emphasis on group work, co-occurring disorders, and alcohol/drug treatment groups. Provides mental health case management services for individuals dually enrolled with Coos Health &amp; Wellness and Community Corrections.</li> </ol>
7.	List the minor duties assigned to this position. <ol style="list-style-type: none"> <li>1. Attend staff meetings for Coos Health &amp; Wellness, Community Corrections and/or other agencies as directed.</li> <li>2. Provide consultation to Community Corrections staff, Jail, Courts, Coos Health &amp; Wellness, Law</li> </ol>

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enforcement, other community agencies as needed.

3. Other duties as assigned.

8. Supervision

This position is supervised by the Mental Health Director or designee.

This position does not supervise any staff.

9. Working conditions of position.

Position is located in multiple settings; Coos Health & Wellness; Community Corrections, Jail, Courts. Hours are Monday through Friday from 8:00 am to 5:00 p.m. Travel between the facilities is required. Occasional travel may be required for training. Position does require some stooping, bending, reaching, and lifting of files (up to 20 pounds.)

10. List required special skills, licenses, certificates, etc.

Position requires Master's degree in social work psychology or counseling; ability to meet the standards for a Qualified Mental Health Professional. Must pass a criminal history check per State requirements.

Must have thorough knowledge of the techniques and principles of psychological, behavioral, and social disorders and the application of psychological treatment to these disorders; skill in dealing with mentally ill and their families; skill in dealing with the public in advocating for the mentally and emotionally disturbed; ability to develop and maintain cooperative working relationships with families, care providers, community resources, other public and private agencies and County employees. Must be able to take supervision from a multi-disciplinary team and work in a variety of settings. Must have excellent verbal and written communication skills, ability to prepare concise and complete reports and patient records. Must be able to use a computer and provide documentation on electronic medical records system.

Prefer at least two years postgraduate experience providing clinical mental health services. CADC, bi-lingual a plus. Regular and consistent attendance is required.

Must be able to accept supervision and adhere to County and Department policies. Must be able to establish and maintain harmonious working relationships with other employees; maintain a positive attitude and represent the County and the Department in the community in a positive manner.

11. Is operation of motor vehicle required?      Yes          No   

12. List equipment, tools, machines used in performance of duties.

Computer, copy machine, fax machine, telephone