

Mental Health Practitioner-Housing

Full Time Mental Health Practitioner position is available in Hibbing for Housing. This position will be starting in January of 2018. Application for employment should be downloaded from under the careers tab at www.rangementalhealth.org and submitted by December 3, 2017 via one of the following methods:

Mail: RMHC, Attn. HR, P.O. Box 1188, Virginia, MN 55792

Fax: 218-741-3080

Email: rtardy@rangementalhealth.org

Essential Functions:

1. Maintain caseload as assigned, meeting productivity guidelines, and proactively seeking referrals as needed
2. Document services in the RMHC electronic health record in a timely manner
3. Coordinate and refer services as needed for the people we serve
4. Act as advocate for the people we serve
5. Assist the people we serve in obtaining and maintaining their entitlements
6. Provide crisis assistance as needed
7. Provide housing support to formerly/currently homeless individuals within the community. This includes coordinating services, making appropriate referrals, conducting home visits and assistance completing necessary paperwork to obtain or maintain housing.
8. Identify eligible participants for entry to housing program as identified by grant(s) via outreach, referrals, and by engaging community partners.
9. Complete all necessary documentation and data entry so that RMHC remains compliant with grant(s) and up to date on payments to landlords; this includes progress notes, rental payment requests, and yearly re-certifications
10. Attend mandatory meetings as requested by all collaborating community resources and Housing Manager.
11. Refer the people we serve to other services as deemed necessary
12. Advocate for the people we serve with landlords and other agencies
13. Assist people we serve in obtaining and maintaining their entitlements.
14. Instruct, assist, enable recipients to develop and enhance stability, competencies, personal/emotional adjustments and independent living and community skills.
15. Attend weekly CSP staff meetings, multidisciplinary staff meetings, and all other assigned required trainings
16. Provide program transportation as needed.
17. Ability to work a 40 hour work week. Notification of work schedules must be given to supervisor.
18. Communicate with Clinical Supervisor regarding issues / updates on the people we serve as required by Department of Human Services and RMHC when doing clinical work
19. Willingness and ability to be trained in cultural competencies as needed.
20. Follow all Federal guidelines in accordance with the Department of Labor's statutes and laws and any other regulatory agencies.
21. Other duties as assigned

Minimum Qualifications:

1. Must fulfill one of the following education and experience requirements:
 - a) Holds a bachelor's degree in a behavioral science/related field, from accredited college/university and has at least 2000 hours of supervised experience in the delivery of mental health services to recipients with mental illness
 - b) Has at least 6000 hours of supervised experience in the delivery of mental health services to recipients with mental illness
 - c) Is a graduate student in one of the mental health professional disciplines and is formally assigned by accredited college/university to RMHC for clinical training
 - d) Holds a masters or other graduate degree in one of the mental health professional disciplines from an accredited college/university
 - e) A bachelor's of social work degree must be licensed by the state in order to work as a Mental Health Practitioner.
2. Philosophical approach consistent with Range Mental Health Center's mission
3. Computer competencies so as to utilize and complete an electronic health record
4. Must have valid driver's license, a good driving record, and reliable transportation
5. Must meet insurability requirements as per RMHC's insurance carrier
6. Ability to organize and prioritize tasks
7. Ability to maintain confidentiality
8. Strong observation, assessment, and crisis management skills
9. Non-judgmental attitude towards others and a person centered focus
10. Ability to work independently with minimal direction and as part of a team
11. Sound knowledge of community resources
12. Ability to communicate English both verbally and in writing in a manner that is sufficiently clear as to be easily understood
13. Ability to effectively communicate with people and outside parties

Physical Standards:

1. Ability to lift 25 pounds.
2. Ability to deal with significant daily stress.
3. Ability to climb stairs.

Skills Required:

1. Valid Minnesota driver's license, good driving record, and reliable transportation. Must be insurable by RMHC's insurer.
2. Good verbal and written communication skills.
3. Good observation, rapid assessment, and crisis management skills.
4. Non-judgmental attitude toward persons with disabilities.
5. Ability to be flexible and to work as a team member.
6. Good understanding of local and state mental health system.

EOE/AA