



# Ottawa County Mental Health Clinician - Family Services

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|------------------------|---------------------------|---------------------|-------------|
| <b>SALARY</b>          | \$29.49 - \$38.35 Hourly  | <b>LOCATION</b>     | Holland, MI |
| <b>JOB TYPE</b>        | Full-Time                 | <b>JOB NUMBER</b>   | 22730046    |
| <b>DEPARTMENT</b>      | Community Mental Health   | <b>OPENING DATE</b> | 07/16/2024  |
| <b>CLOSING DATE</b>    | 7/30/2024 5:00 PM Eastern | <b>FLSA</b>         | Non-Exempt  |
| <b>BARGAINING UNIT</b> | AFSCME CMH Hourly         |                     |             |

## Job Description



*Make a difference in people's lives*

Do you have a passion for making a positive impact on an individual's mental well-being?



**Ottawa County Community Mental Health**  
is looking for people like you!



### **Who We Are**

Are you looking for a job that is meaningful and will make a positive difference in people's lives? Community Mental Health has openings for people like you. We offer a supportive and flexible environment working within dedicated teams with low staff turnover. Working for the CMH system offers the opportunity to develop highly desirable skills in the mental health field.

Click [here](#) to learn more about who we are!

CMH employees can also qualify for loan forgiveness programs as well as tuition reimbursement for those interested in continuing their higher education. Come join our team!

## **Position Overview**

This is a professional position responsible for providing behavioral health services for children, adolescents, and their families. Services provided include conducting assessments, making diagnoses, development of treatment plans, provision of individual and family therapy, monitoring of progress, case management, and documentation of services. Additionally, this position may be involved in collaboration and consultation with other community human service agencies.

This is a full-time, benefited position based out of the James Street Campus in Holland, MI. Typical working hours are Monday - Friday, 8:00 a.m. - 5:00 p.m. The position may require travel throughout the county and flexibility to meet with families in the early evening hours.

## **Essential Job Functions**

**The essential functions of this position include, but are not limited to, the following:**

1. Delivers clinical services to consumers and families as a member of the treatment program.
2. Conducts bio-psychosocial assessment of consumers, conducting interviews and conferring with other team members, make clinical diagnoses, determining appropriate level of care, and develop family driven, youth guided treatment plans.
3. Provides individual, group, conjoint, and family psychotherapy to provide the most appropriate and effective treatment response for consumers, based on diagnoses and treatment plans.
4. Employs evidence-based and best practices to treat target population, adhering to principles of recovery, community integration, and independence.
5. Identifies and establishes working relationships with community resources for consumers and families, acting as liaison between families and resources participating in treatment plans as needed.
6. May provide crisis intervention, assessing the immediate danger of the individual to self and/or others, and coordinate with the Crisis Team for placement of individual into crisis facility or psychiatric inpatient unit. May coordinate with police and other community service providers.
7. Participates in the development of family driven-youth guided treatment plan for youth and their families and ensures that consumers receive services in compliance with their respective plans.
8. Collaborates with psychiatrists and psychiatric nurse practitioners in medication reviews and presents case data with respect to consumer behavior and affect to properly manage consumer psychotropic medication regimens.
9. Provides case management services for consumers and families, developing treatment options, determining appropriate service delivery agencies, monitoring client progress, and evaluating and modifying treatment plan as needed.
10. Maintains case documentation and ensures the security and integrity of private health information in compliance with the provisions of HIPAA, Ottawa County, and CMH policies and procedures.
11. Provides information about behavioral health services, as needed, to community partners.
12. Serves as an advocate for greater access to affordable, quality behavioral health care for the target population.
13. Collaborates efficiently and effectively with other community agencies. This may include written or verbal summaries of CMHOC services or consumer response to services, and testifying in court, if so ordered.
14. May provided clinical supervision if working collaboratively with an intern.
15. Helps support an equitable, safe, diverse and inclusive workplace.
16. Other duties as assigned.

## **Required Education, Training and Experience**

Master's degree in social work, psychology, counseling, or a related mental health field is required. Two years of relevant professional experience in a mental health agency desirable. Twenty-four hours of child-specific behavioral health training per year required, provided by CMH.

Lived experiences with mental illness, developmental disabilities, or substance use disorders are valued.

## Additional Requirements and Information

### Required Knowledge and Skills:

1. Demonstrates the ability to engage with consumers and their families to form a therapeutic relationship.
2. Working knowledge of the principles and practices of clinical assessment and diagnosis, and the DSM criteria.
3. Working knowledge of evidence-based and best practices appropriate to target population, including the principles of recovery, community integration, and independence.
4. Working knowledge of the principles and practices of social work, counseling and/or psychology.
5. Develop knowledge of the Medicaid Manual for Service Providers.
6. Working knowledge of professional standards of practice and ethics.
7. Working knowledge of the principles and practices of medical record documentation and medical records management.
8. Good working knowledge of program assessment and quality assurance principles, practices, protocols, and instruments.
9. Excellent interpersonal communication skills, including verbal and written communication skills.
10. Computer literacy and working knowledge of word-processing, spreadsheet, database, and other necessary software programs.
11. Shows willingness to learn and use new skills and takes regular advantage of internal and external training and staff development opportunities and resources.
12. Demonstrates competence in abilities to link an individual to appropriate resources.
13. Demonstrates and/or willingness to learn assessment competencies in the following areas: family systems, including relationship dynamics between family members, daily activity needs, and individual growth and development (including physical, emotional, cognitive, educational, nutritional, and social development).

### Licenses and Certifications:

Must possess or obtain State of Michigan licensure as a Licensed Master's Social Worker, Limited Licensed Master's Social Worker, Licensed Psychologist, Limited Licensed Psychologist, Licensed Professional Counselor, Limited Licensed Counselors, or Temporary Limited License Psychologist. Additional certification as a CADC, CAADC and CCS are preferred. Candidates who are close to obtaining the required licensing may be considered.

Possession of a valid Michigan driver's license is required.

### Physical Requirements:

Must be able to perform essential job functions with or without reasonable accommodations, including, but not limited to, visual and/or audiological appliances and devices to increase mobility.

### Working Conditions:

Work may be performed in a normal office environment and in community settings such as homes, schools, etc.

### Disclaimer:

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.

**Ottawa County is an Equal Opportunity Employer**

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#### Agency

Ottawa County

#### Address

12220 Fillmore Street

West Olive, Michigan, 49460

#### Phone

616-738-4806

#### Website

<http://www.miottawa.org>

