

COOS COUNTY JOB ANNOUNCEMENT

MOBILE RESPONSE TEAM PROGRAM MANAGER MENTAL HEALTH SPECIALIST III Coos Health & Wellness

\$5,619 – \$6,865 per month
Plus, an additional 5% or 8% with qualifying licenses

Coos Health & Wellness provides innovative, quality public and behavioral health services, prevention, and education for our communities. Our facility is located in the heart of Coos Bay, Oregon.

Our Behavioral Health Department has an immediate opening for a Program Manager for the Mobile Response Team. The six full-time employees of the Mobile Response team provide immediate crisis and stabilization response services to those undergoing a behavioral health emergency in our communities. The Team works closely with community members and law enforcement partners on a 24/7 rotating shift.

TO BE CONSIDERED FOR THIS POSITION, APPLICANTS MUST COMPLETE A COOS COUNTY APPLICATION.

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

**** Coos County is an Equal Opportunity Employer ****

Posted:	Coquille Courthouse CHW Building Indeed.com The World Newspaper	Email All Coos County Employees County Website Employment Department
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All Healthcare setting employees are required to be fully vaccinated against COVID-19 by 10/18/2021 as mandated by Oregon Health Authority, unless a qualifying exemption applies. Proof of full vaccination or documented exemption will be required after a conditional Offer of Employment is made to the selected applicant.

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 Date: October 19, 2021

1.	Classification Title: Mental Health Specialist III
2.	Working Title: Mobile Response Team Program Manager
3.	Department: Behavioral Health Department Paygrade 820
4.	Position Is: Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/> Extra Help <input type="checkbox"/> Seasonal <input type="checkbox"/> Other _____ Excluded from Bargaining Unit? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Eligible for Overtime? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
5.	What is the purpose of this position? To provide supervision, program development, operational oversight of clinical program as assigned by Director. May supervise other clinical or department staff in the absence of the Director.
6.	Essential functions of position. (Reason position exists is to perform these functions.) Duties that must be performed to accomplish the purpose of the position include but are not limited to: <ol style="list-style-type: none"> 1. Responsible for Mobile Response Team and associated Crisis Response efforts. Assign and distribute work activities to ensure responsive/effective crisis services are available 24/7/365 2. Provide backup for the Mobile Response Team and direct on-call support. 3. Work as key member of the Behavioral Health Management team; coordinate and cover necessary management tasks; communicate effectively within group. 4. Coordinate Civil commitment activities for the agency. Coordinate with courts; serve as Investigator/Examiner at hearings as needed. Monitor and report trial visit status of committed person. 5. Serve as liaison with law enforcement; coordinate outreach and engagement efforts with homeless support organizations, emergency departments and others; lead annual Crisis Intervention training (CIT) for local police. 6. Recruit, hire, supervise, complete annual performance evaluations, recommend merit increases, initiate and complete disciplinary actions. 7. Design program objectives to meet the needs of the consumer, family, community and department and develops methods to evaluate success of meeting said objectives. 8. Identify areas staff development and initiate methods to address identified needs. Mentor staff to problem-solve and develop solutions to department needs and issues. 9. Develops, writes and recommends policies to meet goals of department. 10. Reviews/approves client Treatment Plans, Referrals for Therapy/Case Management and other clinical services. 11. Assures program maintains Quality Assurance standards set by department, region, state and federal guidelines. 12. Maintains current information on relevant OAR's, contract requirements for clinical services, policies of department, county, region, state and assures program is in compliance with all applicable requirements. 13. Advises Director of program area staffing and budgetary needs. 14. Assures program maintains financial viability, works collaboratively with Management Team to develop and implement annual budget for department.
7.	List the minor duties assigned to this position. <ol style="list-style-type: none"> 1. Conducts duties in accordance with all applicable laws, regulations, professional, legal, and ethical standards and rules of conduct, including confidentiality, dual relationships, and informed consent.

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	2. Be a vital part of the CHW and Behavioral Health management team.
	3. Responsible for evaluating the effectiveness of the MRT schedule and making adjustments to the schedule as needed to ensure the MRT team is capable of effectively responding to crisis situations in Coos County.
	4. Other duties as assigned by Director.
8.	Supervision This position is supervised by the Behavioral Health Director. This position supervises the Mobile Response Team.
9.	Working conditions of position. Typical office setting, usual hours 8-5, Mon-Friday. Since the Mobile Response Team operate 24/7 on rotating shifts, may require work outside of the 8-5 setting. Position may require occasional physical exertion including bending, stooping, reaching, and lifting of stacks of files up to 25 pounds. Travel within the county and state may be required
9.	List required special skills, licenses, certificates, etc. Must have Master's degree in psychology, social work, psychiatric nursing or other mental health related field. Must have a minimum of five years progressive post-graduate experience in their specialty area-including two years equivalent to the consultation and administration experience of a Mental Health Specialist 2. Prefer two years' experience in supervising clinical staff. Must be able to learn/utilize computer medical record system including use of newer office technologies. Must have basic computer, tape recorder or dictation device, copy machine, fax, and telephone skills. Must have good time-management skills; ability to prioritize tasks in a fast-paced environment; and good clinical writing/composition skills. Regular and consistent attendance is required. Must have ability to establish relationships and cooperate with persons from all walks of life; ability to formulate ideas, verbalize and write concisely; thorough knowledge of principles of comprehensive community mental health and the application of psychiatric, psychological, social, rehabilitation and educational services; ability to conduct diagnosis and evaluation, treatment planning and treatment monitoring; ability to translate program needs into budget form; demonstrate administrative abilities. Must be able to accept supervision and adhere to County and Department policies. Must comply with professional ethics, rules of conduct and confidentiality, privacy laws. Must be able to establish and maintain harmonious working relationships with other employees and maintain effective interpersonal relationships with co-workers, subordinates and other agencies. Must have ability to represent the highest public image of the community mental health program. Must maintain a positive attitude and represent the County and the Department in the community in a positive manner.
10.	Is operation of motor vehicle required? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
11.	List equipment, tools, machines used in performance of duties. Computer, copy machine, fax machine