

REHABILITATION SPECIALIST (Community Mental Health)

DISTINGUISHING FEATURES OF THE CLASS: The work involves providing direct and indirect services to clients of Mental Health related facilities. Incumbents are members of a team involved in assessing the needs of clientele and helping them cope with social, emotional and related difficulties associated with their illness. Duties are performed under general supervision with wide leeway allowed for the use of independent judgement in carrying out the details of the work. Employees in this class are expected to meet and consult with professionals or agencies in or outside the facility to obtain assistance and guidance for clients. Direct supervision may be exercised over employees and/or volunteers involved in the conduct of activities. A Rehabilitation Counselor does related work as required.

TYPICAL WORK ACTIVITIES:

- Acts as a member of an integrated team providing direct and indirect client services in the assessment and treatment of social, emotional and related difficulties associated with mental illness;
- Develops, designs and implements individual counseling treatment plans;
- Functions as a group leader for specific program activities providing for educational, vocational, interpersonal and rehabilitative counseling;
- Monitors clients progress and makes recommendations on alterations of treatment plans;
- Collects and maintains appropriate data from various sources such as professional staff and clients families to establish an overall approach to solution of psychological, mental and social problems;
- Maintains information on community and health resources, which can be utilized during the clients care and subsequent to discharge;
- Participates in the process of transfer of clients to other levels of care as appropriate;
- Develops and maintains a variety of client records including: intake and admissions, assessment, treatment plans, reviews and etc.;
- Works with private, volunteer and other public agencies to identify the availability of medical and mental health related community services;
- May act as the primary coordinator of a volunteer program.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Good knowledge of basic interviewing techniques; working knowledge of the practices and procedures of social casework and of the social factors affecting disease and disability; working knowledge of the techniques of report writing; ability to readily acquire an understanding of policies, laws and regulations relating to the Mental Health Program; ability to follow complex oral and written directions; ability to work effectively with public and private agencies and with the general public; ability to present oral and written comments and opinions clearly and concisely; ability to relate to the disabled; initiative and resourcefulness; tact and courtesy; integrity; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: Either:

- A) Graduation from a regionally accredited or New York State registered college or university with a Bachelors Degree including or supplemented by 24 credit hours in the social or behavioral sciences;

OR

- B) Graduation from a regionally accredited or New York State registered college or university with a Bachelors Degree and one year of full-time paid experience in counseling or social casework in a recognized agency adhering to acceptable standards in social services, psychiatric or medical social work or related work.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Adopted: 9/15/94

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