



## **Job Description**

**Position:** Mental Health Clinician  
**Job#:** HWAC07311707  
**Status:** Full-time / Non Exempt  
**Dept.** Health and Wellness  
**Program:** Greater HOPE  
**Supervisor(s):** Greater HOPE Program Manager

### **AGENCY DESCRIPTION:**

Abode Services is a community based organization founded in 1988. Services include support services to families as well as adults without children. The mission of Abode Services is to end homelessness by assisting low-income un-housed people to secure stable, supportive housing and to be advocates for the removal of the causes of homelessness. The agency provides services throughout Alameda, Santa Clara and Santa Cruz County's; this position will provide services in southern Alameda County.

### **Program Description:**

Greater HOPE Full Service Partnership program serves 85 adults, who have been diagnosed with serious mental illness. Participants receive intensive case management, psychiatric services, and housing. The Greater HOPE FSP team consists of a program manager, social workers, peer case manager, vocational specialist, housing specialist, administrative support specialist and a psychiatrist. These services will be mobile and will be able to go to where the client is located (home, community, hospital, etc.). Each participant entering the Greater HOPE FSP program is assigned a Primary Clinician, who will provide wrap-around services to help ensure success. Additional support will come from the team whose members will have a full range of specialties. Services are voluntary, intensive (caseloads of 10-14 people), and provide 24/7 crisis access to participants. The Wellness and Recovery principles and practices are used as the model for care. The Greater HOPE FSP program is committed to "doing whatever it takes" and utilizing the creativity and expertise of an integrated clinical team.

### **Job Purpose Summary:**

This position will provide clinical case management and mental health services to participants enrolled in the program aimed at increasing wellness, increasing housing stability, and preventing people from cycling through the criminal justice and/or hospitals.

*Clinical Supervision offered to those working towards licensure.*

### **EXAMPLES OF DUTIES / RESPONSIBILITIES:**

- Provide clinical case management services, including individual rehabilitative services, brokerage, collateral, and therapy to participants in the following settings: home, community, and office.
- Complete assessments and develop treatments plans on an on-going basis for participants enrolled in the program. Collaboratively work with participants to develop and work on their recovery goals.
- Meet with prospective participants, conduct outreach and initial intakes, and provide written assessment reports to be submitted to the Alameda County Crisis Response team.
- Perform mental status exams, as well as safety assessments that include suicide, homicide, and gravely disabled assessments with participants on an on-going basis.
- Provide direct crisis counseling and problem identification.
- Facilitate psycho-educational and support groups, including WRAP groups.
- Utilize motivational interviewing techniques to explore participants' substance dependency, encourage reduction and/or provide support to clients moving towards abstinence.
- Provide wrap around clinical case management services to individuals residing in permanent supportive housing. Using the ACT model, this position will work with all participants in the program collectively with other team members.
- Assist participants with establishing goals and strategies for increasing self-sufficiency. Provide referrals to appropriate community agencies.

- Attend clinical, administrative, and case conferencing meetings as dictated by the program supervisor.
- Enter all data on time and correctly to support program evaluation and outcomes tracking
- Ensure proper and timely documentation of services including written case notes using the BIRP formats and billing services to Medi-cal.
- Assist in taking a leadership role in monthly internal CQRT processes.
- Provide 24-hour on-call crisis intervention coverage on a rotating basis.
- Assist the Greater HOPE Program Manager, Clinical Supervisor, and other staff as needed.

**MINIMUM QUALIFICATIONS:**

- MSW/MS/MA Psychology degree from an accredited university and registration with the California Board of Behavioral Sciences as an ASW/MFTi required.
- Must possess 1 year of field experience working with people with serious mental illness, individuals with a dual diagnosis and/or the homeless population.
- Must have a working knowledge of Psychiatric Disorders as well as knowledge and ability to implement the following evidence-based models: Harm Reduction, Psychosocial Rehabilitation, and Motivational Interviewing.
- Ability to build supportive and respectful working relationships with individuals diagnosed with a serious mental illness that instills hope and promotes self-determination using a strengths-based approach. Sensitivity to and understanding of the special needs of the homeless.
- Proven ability to work independently and as an effective and collaborative member of a team.
- Excellent verbal skills. Strong organizational and time management skills.
- Must be able to meet the documentation requirements that meet Medi-cal regulations. Strong writing skills are a MUST. This position requires a tremendous amount of clinical writing.
- Must be able to handle a rigorous case load while meeting deadlines for billing, progress notes, and treatment plans.
- Possess an understanding of and practice cultural sensitivity through open dialogue and self-exploration with diverse groups, while providing direct services.
- Ability to effectively intervene in crisis situations, with de-escalation techniques, especially while on-call with the crisis emergency phone.
- Reliable transportation and proof of a valid and current California Driver's License and current insurance along with a clean DMV record required.

**Equal Opportunity Employer/Drug Free Workplace**

**Notice:**

This description is to be used as a guide only. It does not constitute a contract, commitment or promise of any kind. We reserve the right to change, add, delete, upgrade or downgrade the position as dictated by business necessity at anytime with or without notice.