



EMPLOYMENT OPPORTUNITY

Tri-City Mental Health Authority invites your application for the position of:

MENTAL HEALTH SPECIALIST - BILINGUAL (Full-Time)

HOURLY SALARY: \$22.5505 - \$29.3155 (DOQ)

APPLY BY: OPEN UNTIL FILLED

THE POSITION

Tri-City is looking to fill a vacancy for the position of Mental Health Specialist (MHS) whom will provide individual, family, and group rehabilitative services to children, adolescents and families. The MHS will appeal to individuals who are inspired by working with an engaged community providing participant advocate and case management services to moderate to severe mentally ill children, adolescents and their families. This is a 50/50 field and office based position post COVID-19 that will report to a Clinical Supervisor.

This position is responsible for a variety of ongoing responsibilities including, but not limited to:

- Provide crisis support and field visits; coordinate services with the team and complete necessary DMH documentation;
- Provide clients with linkage to community resources and appropriate referrals;
- Develop and determine appropriate referrals for continuation of care, hospital discharge planning, linkage to social services agencies, chemical dependency treatment providers;
- Evaluate client needs; plan, develop and implement group rehabilitation activities under the guidance of licensed, professional staff;
- Perform rehabilitation value and crisis counseling interventions at a level not requiring licensure as a mental health professional;
- Document and maintain records as required and as credentialed, include attendance records, daily visit logs, daily and/or weekly interdisciplinary notes; and perform other duties as assigned, etc.

TRI-CITY FULL-TIME BENEFIT OVERVIEW:

SALARY: Merit increases available annually based on performance, budget availability and supervisor approval.

VACATION: 80 hours per year, increasing with years of service. Cash out option available.

HOLIDAYS: 10 paid holidays per calendar year plus additional 16 hours of floating holidays.

SICK LEAVE: 88 hours per year with no cap.

RETIREMENT: Tri-City participates in the California Public Employees Retirement System (CalPERS) with a retirement formula of 2% @ 55 for Classic members & 2% @ 62 for PEPRA members; employee contributes 7% & 6.75%, respectively; no Social Security.

HEALTH INSURANCE: Medical (Kaiser HMO), dental (MetLife PPO) & vision (EyeMed) of which Tri-City pays 80% of premiums.

LIFE INSURANCE: Paid at 1 times annual salary.

ADDITIONAL BENEFITS: STD/LTD & ADD, FSA, EAP, Deferred Compensation (457b), Credit Union, Bilingual Pay, On Call Pay, Employee Referral Program, & paid time off for CME, etc.

QUALIFICATIONS

Mental Health Specialist: Bachelor's degree in psychology, sociology, social work, criminal justice, or similar human service oriented degree **OR** an Associate's degree with two years of experience working in the mental health field as a specialist in behavioral modification, physical restoration, social adjustment, or vocational adjustment **OR** four years of experience working in the mental health field as a specialist in the fields of behavioral modification, physical restoration, social adjustment, or vocational adjustment.

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Candidates must be bilingual in Spanish, have experience working with DMH documentation and Electronic Health Records (EHR), and proficient in Microsoft Word and Excel.

LICENSE: Must have & maintain a valid Driver's License, have a satisfactory driving record and meet Agency's vehicle insurance standards. Experience working with children is preferred.

Any combination of education and experience that would provide the required knowledge, abilities and skills may be considered as qualifying. *Candidates may be hired above the minimum salary range depending on qualifications (DOQ).

APPLICATION & SELECTION PROCESS:

Applications will be received and reviewed through CalOpps website. Those candidates, whose applications indicate that they are most qualified, will be invited to attend an oral interview. If necessary a second and third oral interview will be conducted.

To apply, please visit our Jobs Page at <https://www.calopps.org/tri-city-mental-health-authority>

You must apply online. Tri-City does not accept fax, email or copy applications. You may include a cover letter and resume, however, resumes are not accepted in lieu of completion of the online application. Questions regarding this recruitment can be directed to:

Email: hr-team@tricitymhs.org

AN EQUAL OPPORTUNITY EMPLOYER

Tri-City does not discriminate on the basis of race, color, religion and religious creed, sex, gender, gender identity, gender expression, national origin, ancestry, citizenship status, age, marital status, disability, medical condition, genetic characteristics or information, sexual orientation, military and/or veteran status or any other basis protected by law. Tri-City maintains and enforces a zero-tolerance policy relating to substance abuse and maintains a smoke-free workplace.

ABOUT TRI-CITY

Tri-City Mental Health Authority is a public agency serving the diverse communities of Pomona, Claremont, and La Verne.

Established in 1960, Tri-City Mental Health Authority (TCMHA) was conceptualized as a comprehensive mental health service provider, dedicated to helping families and individuals of all ages reach their full potential. Through close and dedicated collaboration with the community it serves, TCMHA has successfully created an integrated system of care that ensures access and enhances mental and emotional health. Available services include but are not limited to psychotherapy, clinical case management, medication support, peer-to-peer support, psychoeducation, linkage and referral, vocational training and support, socialization activities, and community outreach.

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