

OMH Residential Services / Mental Health Resident Assistant

Responsible for assisting residents with a variety of person-centered services, i.e. advocating for, encouraging, guiding, and assisting residents in developing daily living skills and habits as each resident strives toward recovery and independence outside of a congregate care community residence program.

Supervisor: OMH Residential Services Program Supervisor or Designee

Minimum Education/Qualifications:

- High School Diploma **or** GED **or** higher degree **AND**
- Six (6) months to one (1) year working with a vulnerable population (e.g., OPWDD, OMH, psychiatric clinic or community -based residential setting)
- Experience assisting a vulnerable population with daily living skills.
- Knowledge of case management, and service coordination
- Ability to demonstrate good housekeeping, cooking, laundry skills.
- Microsoft Office Suite i.e., Word, Excel
- Demonstrated ability to document and communicate in an effective written/oral manner.
- Valid driver's license and ability to be insured as an Arbor agency driver (per underwriting guidelines)

Key Job Functions:

- Support and promote resident's health and safety.
- Coach and encourage residents to develop daily livings skills i.e., personal hygiene, cooking, laundry, etc.....
- Provide a clean, safe, and comfortable home environment.
- Assist and work in collaboration with residents in creating and implementing their Individual Service Plan (ISP),
- Encourage and guide residents in developing their personal choices and goals.
- Support resident's desired outcomes as they strive to transition to the least restrictive living environment.
- Promote community integration and ability to navigate safely and independently within the community.
- Monitor medications in collaboration with resident's physicians and therapist.
- Develop resident relevant education and training materials for group discussion.
- Ensure fire alarms, smoke detectors and carbon monoxide detectors are in working order.
- Keep all entrance and exits clear of any obstacles and trip hazard, to ensure the safety of all.
- Attend position appropriate trainings as required.
- Other duties and or special projects as assigned by OMH Residential Services Program Supervisor or Designee

Physical Demands / Environment

- Bending, stretching, and standing for long periods of time
- Lift, push or pull 25 to 50 pounds.
- Required to stay awake and alert always; should avoid placing yourself in reclining, or lounging position.
- Congregate care community residence in Bath, Corning and Hornell, NY
- Scattered RITE apartments in Bath, Corning and Hornell, NY

