

CORE Services - Behavioral Health Specialist

The responsibility of the Behavioral Health Specialist is comprised of two specific components

Supervisor: CORE Supervisor

- **Psychosocial Rehabilitation:** Assist the individual with functional deficits and interpersonal and/or environmental barriers associated with a behavioral health condition. Focus can include help on relearning interpersonal skills, independent living, social and community growth, health and wellness and recovery.
- **Family Support and Training:** A person-centered, recovery oriented, trauma-informed approach to partnering with families and other supporters to provide emotional and informational support, and to enhance their skills so that they can support the recovery of a family member with a substance use disorder/mental illness.

Education/Qualifications:

- Bachelor's Degree in Rehabilitation Counseling, Social Work, Psychology, or related field; LMSW, LMHC, LMFT Associated Degree in Human Services Field **OR**
- Associates Degree in Human Services or related field **AND** 2 years' experience with SMI/SUD population.
- Demonstrate high levels of organization
- Ability to thrive in an independent, self-guided manner
- Understanding of mental illness and co-occurring disorders, engagement strategies, wellness self-management
- Working knowledge of services and community resources that will help the client to remain in stable housing.
- Aptitude for developing collaborative relationships with community partners
- Empathetic individual with the ability to demonstrate poise, tact, and diplomacy
- Strong oral and written communication skills
- Basic computer software knowledge (i.e., Word, Excel, Microsoft Outlook etc....).
- Valid driver's license, acceptable driving record as defined by AHD Auto insurance underwriting.

Key Job Functions:

- Effectively manage assigned caseload to ensure all client needs are being met
- Complete intake and evaluation with each assigned client to identify frequency and duration of meetings
- Communicate with Managed Care Organizations when a new client is enrolled/graduated
- Demonstrate quality written and verbal communication to meet documentation standards
- Develop well-written service plans with clients that are person-centered and recovery-oriented
- Demonstrate ability to work in a group setting for Family Support & Training sessions
- Actively engage in weekly meetings with Supervisor for coaching sessions
- Participate in care team meetings for clients to review progress and address any unmet needs
- Ensure billable standards are met, weekly
- Attend all required trainings as assigned
- Coordinates treatment and emergency intervention when and if needed, to meet the needs of the client.

Arbor Housing and Development Expectations:

- Report to work on time and work your scheduled shift, except in cases of emergency.
- In the case of an emergency, contact your immediate supervisor and/or on call designee for guidance.
- Complete, clear, quality, integrity based, timely documentation for each client on your assigned caseload.
- Effectively discharge the key job functions of your job in accordance with CORE Services rules and regulations, AHD Code of Conduct and Standard of Acceptable Behavior.
- Support a Non-Discrimination/ Anti-Harassment/Sexual Harassment free work environment, foster a respectful environment and refrain from unprofessional conduct as referenced in the Personnel Policy Manual
- Perform other duties as assigned by CORE Services Supervisor

Physical Demands / Environment

- Prolonged period of sitting will be necessary.
- Mental, verbal, and visual attention is continually required Bending, stretching, and standing for long periods of time
- Lift, push or pull 25 to 50 pounds occasionally
- Client residence, remote and/or office setting at location assigned i.e., Corning & Bath, Allegany, and Livingston County