
Volunteer Center of Santa Cruz
Community Connection
Pathways to Wellness
Mental Health Specialist II

General Description

Under the supervision of the Pathways to Wellness (Pathways) Program Coordinator, the Mental Health Specialist II provides mental health recovery services to participants of Pathways, a piloted program that provides primary stabilization and recovery support for individuals with Co-Occurring Mental Health and Substance Use Disorders that are experiencing homelessness. The Mental Health Specialist II provides direct group and individual counseling services to help support participants in mental health stabilization, recovery, community integration, skill building, and employment. In conjunction with the Pathways Program Coordinator, The position takes lead in developing group counseling curriculum, ensuring adherence and fidelity to evidence-based practices, and training other staff on specialized mental health treatment approaches. In the absence of the Pathways Program Coordinator, The Mental Health Specialist II will fill-in.

Functions And Duties

Provision of Treatment Services

- Provides mental health services to program participants including development of individual treatment plans, documenting service provisions, crisis intervention, facilitating group and individual rehabilitation counseling, and making referrals to resources.
- In alignment with the Supported Employment model, provides employment preparation services to participants including vocational assessment, resume development, interviewing skills, job placement, and employment skill building.
- In conjunction with the Pathways Program Coordinator, develops curriculum for group counseling, facilitates groups, one-to-one sessions, social rehabilitation classes, community volunteer projects, employment activities, and other direct service activities.
- Develops and implements trainings for Community Connection staff on a variety of mental health treatment approaches.
- Provides co-occurring mental health and substance use treatment services to participants in a group and individual rehabilitation setting.
- Other Provision of Treatment Services Duties as Assigned

Assist in Day-to-Day Program Operations

- In conjunction with the Program Coordinator, helps develop and reinforce the program schedule.
- Provides transportation for program participants to volunteer sites, community recovery self-help resources, appointments, and other transportation needs.
- Assumes responsibilities for program operations and coordination in the absence of the Pathways Program Coordinator
- In conjunction with the Program Coordinator, provides oversight and indirect supervision of Pathways staff in provision of mental health treatment services.
- Other duties that assist in day-to-day program operations, as assigned.

Administrative

- Documents all services provided to participants in chart notes, service plans, Medi-Cal billing sheets and other written records within mandated internal and external timelines.

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- Responds to all multi-disciplinary team requests regarding assigned caseload.
 - Works with Pathways Program Coordinator to ensure accurate tracking of the data required for quarterly reports and accurate maintaining of databases.
 - Fill-in in the absence of the Pathways to Wellness Program Coordinator.
 - Attends team meetings, agency staff meetings, and in-service trainings.
 - Assists with agency/program fundraising, hosting special events, and agency/program promotion activities.
 - Other administrative duties as assigned.

Collaboration

- Works with case coordinators and staff of the various county teams of the Santa Cruz County Mental Health System of Care.
- Collaborates with the Criminal Justice System, Homeless Services Center, Santa Cruz County Behavioral Health Court, and Department of Rehabilitation.
- Works with agency partners and with mental health/social service agencies of similar scope and practice within the community.
- Develops and maintains relationships with community employers for job placements.
- Other collaboration duties as assigned.

Required Skills and Abilities

- Bachelor's Degree in Psychology, Social Work, or related field and 3 years of experience working in the mental health field.
- Masters Degree in a related field or specialized training resulting in a certificate related to mental health.
- Demonstrated ability to facilitate groups, one-to-one sessions, and activities.
- Experience with co-occurring mental health and substance use disorders.
- Clean driving record, current California Driver's License, and proof of auto insurance.
- Capability to form positive, productive, and collaborative relationships with co-workers, program participants, partnering agencies, and other community agencies.
- Understanding of the recovery process and strength-based treatment.
- Strong boundary skills and the integrity to handle sensitive information in a confidential manner.
- Ability to self-start and perform work without specific directions.
- Experienced in utilizing evidence-based practices to fidelity.
- Excellent verbal, written, and interpersonal skills.
- Capability to multi-task and juggle priorities while working in a chaotic, unpredictable, and high-stress environment.
- Ability to work with those of various cultures and backgrounds.
- Skilled in dealing with challenging situations and challenging persons.
- If applicable, at least two years of sobriety and recovery.

Plus Factors

- Personal or family experience with Co-Occurring Disorders.
- Bilingual in Spanish and English.
- Experience with non-profit organizations

Employment Terms and Conditions

The Mental Health Specialist II reports to the Pathways to Wellness Program Coordinator. Salary is \$17.61 – \$24.10 per hour depending on experience. This is a full-time position, with a maximum of 40 hours per week with benefits including paid vacation, sick leave, holiday pay, and Employee Assistance Program access. This position also requires mandated reporting and adherence to HIPAA and 42 C.F.R.

All qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical handicap, or disability, medical condition, marital status, gender, sexual preference, age, veteran status, or any other non-merit factor unrelated to job duties.