

NORTH CENTRAL BEHAVIORAL HEALTH SYSTEMS, INC.

POSITION DESCRIPTION

POSITION: Residential Mental Health Professional (MHP) Supervised

DEPARTMENT: Residential

STATUS: Non-Exempt

LOCATION: Princeton (Group Home)

HOURS: Full-time (40 hours per week)
Work schedule varies

ESSENTIAL FUNCTION:

Responsible for providing services, outlined in the Individual Treatment Plan, to clients living in 24-hour supervised and/or intermittent supported residences. Provides services that emphasizes community reintegration and which develops or enhances the client's ability to function as independently as possible in his/her living, learning, and working environments with the least amount of support from agents of the helping professions.

Reports to the Clinical Manager

RESPONSIBILITIES:

1. Performs tasks identified on the Individual Treatment Plan with the client in order to provide for increased social and adaptive functioning.
2. Assists clients in developing skills which should result in an increased independence in daily living skills.
3. Participates in development of treatment plans and participates in evaluation of treatment methods and procedures.
4. Closely monitors for physical and emotional safety of clients.
5. Communicates pertinent observations regarding client's appearance or behavior to the appropriate person.
6. Prepares and maintains necessary client records and reports in accordance with licensing and accreditation standards and agency policies/procedures.
7. Documents client response to individual services in approved formats including individual progress notes.

8. Participates in the Performance Improvement activities of the agency.
9. Insures that defined individual rights and responsibilities of clients, their families, visitors, and co-workers are honored.
10. Supports and implements the agency organizational and clinical policies and procedures.
11. Provides transportation and support to clients to assure needs are met.
12. Participates in regular agency staffings, clinical supervision, and training as determined.
13. Maintains sanitary and clean living and working environment.
14. Prepares, plans, and ensures meals according to policy and procedure.
15. Helps and assists clients through therapeutic prompts with individual personal care and daily living activities.
16. Plans leisure/recreational activities and encourages and accompanies clients when necessary.

The above statements reflect the general duties considered to describe the principal functions of the position identified, and shall not be considered as a detailed description of all the work requirements that may be inherent to the position.

QUALIFICATIONS:

High School Graduate or equivalent.

Minimum of five years' experience with providing services to the seriously and persistently mentally ill or developmental disability individuals preferred.

Possess valid Illinois driver's license.

Proof of auto insurance and have access to a car during work hours.

If you are interested in this position, please send application/resume to: hr@ncbhs.org or mail to NCBHS, PO Box 1488, LaSalle, IL 61301.