

## **PROFESSIONAL POSITIONS-Current Open Positions as of 1-28-2019**

Complete application at NE MI Community Mental Health, 400 Johnson, Alpena, MI 49707, online at *nemcmh.org*, fax to 989-358-7705, or contact HR at 989-356-2161 for application. EOE

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### **Employment Supervisor (Full-Time)**

#### **BENEFITS:**

- **Health Insurance**
- **Dental Insurance**
- **Vision Insurance**
- **Pension Plan**
- **Employer paid Ancillary benefits (short-term, long-term, and life insurance)**
- **Generous leave time package**

#### **QUALIFICATIONS:**

##### **Education:**

Must possess a bachelor's degree in social work, business management, or a related field and have appropriate certification, licensure, or registration that corresponds to degree.

##### **Experience:**

Three years' experience working with persons with an Intellectual/Developmental Disability (I/DD) or serious mental illness (MI) preferred. Experience in the supervision of others preferred

**Other:** Good communication skills (both verbal and written) are essential. Functional computer literacy is required within 6 months from the date of hire. Must possess a valid driver's license and acceptable driving record (as determined by the agency). Must have knowledge about ensuring legal rights to inclusive services under the Americans with Disabilities Act (ADA).

#### **SUMMARY OF Employment Supervisor RESPONSIBILITIES:**

The Employment Supervisor is responsible for overseeing all activities related to job development, job coaching, individual education, and follow- along services for persons with intellectual/developmental disabilities or mental illness. Coordinating activities with employment agencies, schools, community college, and other community initiatives related to employment; working closely with case managers concerning employment and assessment, program implementation, family interaction, and individual participation in community employment experiences. Providing community education to facilitate public awareness and acceptance about Competitive Integrated Employment (CIE) and Individual Placement and Support (IPS). Will supervise employment assistants/Specialists and job coaches. Will work closely with Employment Manager to ensure appropriate employment support/services.

**Salary Range:\$38,812 to \$53,705**

## **Case Manager (FULL-TIME)**

### **BENEFITS:**

- **Health Insurance**
- **Dental Insurance**
- **Vision Insurance**
- **Pension Plan**
- **Employer paid Ancillary benefits (short-term, long-term, and life insurance)**
- **Generous leave time package**

### **QUALIFICATIONS:**

**Education:** Bachelor's Degree from a recognized or accredited institution with coursework in mental health OR a Registered Nurse. Staff must be licensed as a LLBSW, LBSW or RN in the state of Michigan. LLBSW will be considered and supervision for full licensure may be provided in return for an employment commitment of 2 years.

**Experience:** One or more years of relevant mental health, or relevant nursing experience. Experience less one year will require additional clinical supervision until minimum experience qualifies as a QIDP or QMHP.

**Other** Good communication skills (both verbal and written) are essential. Functional computer literacy is required within 6 months from the date of hire. Must possess a valid driver's license and acceptable driving record (as determined by the agency).

### **SUMMARY OF Case Manager RESPONSIBILITIES:**

Casemanagers will provide those services, which will assist individuals who have a serious mental illness, Intellectual/Developmental Disability, autism spectrum disorder (ASD) (adults), serious emotional disturbance (children), or substance use disorder in accessing needed medical, social, educational and other services. Casemanager will assist individual in accessing and maintaining a continuum of mental health services, in order that they can continue to remain as independent as possible, as identified through person centered planning. Core elements of casemanagement services are assessment, service plan development, linking/coordination of services, reassessment/follow-up, and monitoring of services. There is continual emphasis on least restrictive, most integrated service and supports being provided.

**Salary: \$37,148 to \$51,417 /year as BSW or \$40,788 to \$56,451 as RN**

## **Registered Nurse-Assertive Community Treatment Team (FULL-TIME)**

### **Nurse BENEFITS:**

- **Health Insurance**
- **Dental Insurance**
- **Vision Insurance**
- **Pension Plan**
- **Employer paid Ancillary benefits (short-term, long-term, and life insurance)**
- **Generous leave time package**

### **QUALIFICATIONS:**

**Education:** Registered Nurse Degree from a recognized or accredited institution with course work in mental health.

**Experience:** One or more years of relevant mental health experience. Good communication skills (both verbal and written) are required. Possess State registration as a Registered Nurse. Lived experience with mental illness, intellectual and developmental disabilities, and/or substance use disorders valued.

**Other:** Functional computer literacy is required within 6 months from the date of hire.

### **SUMMARY OF Nurse RESPONSIBILITIES:**

This person will function as a member of the Assertive Community Treatment Team. Primary areas of responsibility include nursing assessments to include monitoring of consumer's health care needs, collaboration and monitoring of the consumer, his/her family (if appropriate), social, community, and vocational/educational functioning. This will include obtaining and documenting all necessary information as mandated in the MI Division Case Recording Guidelines. Works with the ACT staff in determining the most appropriate treatment regimen in meeting the identified needs of this population. Will be an active member of the ACT Team, and will provide emergent assessments, as necessary.

**Salary: \$40,788 to \$56,451 as RN**