

## Position Description: Assertive Community Treatment Specialist

### Duties and Responsibilities:

1. Provides mental health rehabilitation interventions and supports to individuals with Serious Mental Illness which is determined to be medically necessary to accomplish recovery goals.
2. Provides interventions to individuals prescribed in the individual treatment plan that includes service provision in the individuals own environment, at least 70% off-site.
3. Assists individuals with identifying their strengths, resources, preferences, and choices.
4. Assists individuals with identifying existing natural supports for the development of a natural support team.
5. Assists individuals with the identification of risk factors related to relapse and develop relapse prevention plans and strategies including the development of crisis management plans.
6. Supports and promotes self-advocacy and participation in decision making, treatment and treatment planning.
7. Provides skill building to assist individuals in the development of functional, interpersonal, family, coping, and community living skills that are negatively impacted by mental illness.
8. Provides care coordination with medical providers and other providers involved in the individual's care.
9. Refers individuals to substance use, employment, and other programs as needed.
10. Involves families and significant others in client care with the client consent.
11. Provides transportation as needed in compliance with transportation policies.
12. Completes documentation including service delivery within established time frames.
13. Complies with all agency policies and procedures.
14. Participates in ACT Team meetings.

Qualifications and Other Skill or Knowledge Requirements: High School diploma required.

Knowledge and understanding of mental health and substance use disorders. Understanding and

consistent articulation and practice of recovery principles, person-centered care, motivational interviewing, and trauma informed care. Ability to communicate effectively, both orally and in writing, with persons of diverse backgrounds and perspectives.

Supervisory Relationships: Reports to Project Director and Clinical Director.

Amount of Travel and Any Other Special Conditions or Requirements: Regular local travel.

Must be 21 years of age. Valid driver's license and proof of auto insurance required.

Salary Range: \$16 to \$17 per hour

Hours per Day or Week: 40 hours per week.