

JOB TITLE: Mental Health Counselor (Bachelor Level)

DEPARTMENT/PROGRAM: Outpatient

RATIONALE: The Mental Health Counselor is responsible for providing a full range of therapeutic services to Medicaid eligible adults, children, adolescents, and families in an outpatient mental health setting. These services include assessments, treatment plan development, case management, and services through either individual, family and/or group therapy. Responsible for providing the agency standard for direct service hours and responsible for providing community educational program on various mental and/or behavioral health issues. Additional responsibilities include close consultation with Recovery Support staff members, IPS staff, and community agencies. Telehealth and work from home options available.

IMMEDIATE SUPERVISOR: Clinical Director

PAY GRADE LEVEL: based on experience and licensure

DRIVING ESSENTIAL FUNCTION: no

POSITIONS SUPERVISED: None

EXEMPT/NON-EXEMPT STATUS: Non-Exempt

HOURS: 40

AVAILABLE: immediately

DESIRABLE QUALIFICATIONS:

1. Has a Bachelor's Degree in a human services related field which includes but is not limited to social work, counseling or psychology
2. Meet the training qualifications for a Mental Health Professional (MHP) as established by the Illinois Department of Human Services.
3. Ability to relate to/ willingness to work with both adults and youth, and able to relate to a variety of presenting problems.
4. Strong interest in and support of both Recovery Support services (including WRAP) and IPS.
5. Ability to work independently and provide self-motivation.
6. Ability to comply with agency procedures and state regulations.
7. Diagnostic/assessment and problem-solving skills and ability to help consumers formulate treatment objectives.

MINIMUM QUALIFICATIONS:

1. Bachelor's Degree in psychology, rehabilitation, education, social work or other related area.
2. Ability to pass pre-employment background checks, drug screening, and a post-hire fingerprint-based Health Care Worker Registry Check.
3. Ability to pass pre-employment drug screening

PHYSICAL REQUIREMENTS:

1. Sit, 76-100% of the time.
2. Stand, walk, 11-40% of the time.
3. Climb stairs, stoop, kneel, bend, reach in front of body, 11-40% of the time.
4. Ordinary speech and hearing, 76-100% of the time
5. Visual acuity of 20" or less or 20" or more.
6. Simultaneous use of Hand, Wrist, Fingers, 76-100% of the time.

HOW TO BECOME AN APPLICANT:

Internal Applicants must submit a letter of interest while this announcement remains posted

External Applicants: **1.** Must submit a completed application to Angela Edmonds (via fax, E-mail, mail, or in person), **2.** Meet the minimum qualifications for the position, **and 3.** Application must be received while this notice is posted

CONTACT: Angela Edmonds, Director of Human Resources

Human Resources Center of Edgar and Clark counties

P.O. Box 1118; 753 East Court Street; Paris, IL 61944

(f) 217-463-1899 angela.edmonds@hrcec.org

PLEASE POST ***Internal or External Applicants*** PLEASE POST