TOWN OF NORTH HAVEN
PERSONNEL REQUISITION

To Requisitioner: The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, creed, religion, sex or national origin. Federal law also prohibits other types of discrimination such as age. The laws of most states also prohibit some or all of the above types of discrimination as well as some additional types such as discrimination based upon ancestry, marital status or physical or mental handicap or disability. Any expressions of limitations in these areas expressed in this requisition should be warranted by a bona fide occupational or legally permissible reason.

Date Posted: June 9, 2022 Closing Date: When Filled

FROM: Director of Community Services-Recreation DEPARTMENT: Community Services

I. DESCRIPTION OF NEED

DATE NEEDED	NUMBER OF EMPLOYEES	JOB TITLE	JOB CLASSIFICATION NUMBER	HIRING SALARY RANGE	JOB SALARY RANGE
7/1/22	1	Counselor	III	$50,669-$70,866	$50,669-$70,866

PERMANENT: Yes TEMPORARY: No If Temporary, for how long? WHICH SHIFT? Days

FULL TIME: Yes HOURS: 40 PART TIME: If part time, what hours or days?

II. REASON FOR NEED

REPLACEMENT: Yes **X** No ADDITION: Yes No **X** If yes, state funding.

III. REQUIREMENTS

EDUCATION: GRADE SCHOOL HIGH SCHOOL COLLEGE X COMMERCIAL OTHER

EXPERIENCE:
North Haven Community Services Counseling Services offers a range of outpatient mental health, substance abuse and outreach services to town residents. Services include: individual, couples, group and family therapy, as well as psychiatric evaluation and medication management. Assessment, treatment and psychosocial intervention are provided in a safe, confidential setting by licensed professionals who are Town employees. On-call/ 24-hour mental health emergency service is available to clients. All therapeutic services are state licensed by the Department of Public Health. Medicare, Medicaid and most commercial insurance plans are accepted.

BHcare oversees the clinical and administrative operations of the counseling services program. Community Support Specialists are able to help clients access Medicaid/ Medicare benefits, housing resources, and other basic needs for assistance. Employment counseling is also offered to clients registered with the clinic. BHcare provides support to other Town departments to work with individuals and families in North Haven needing information and referral in times of crisis.

EXPERIENCE: Master's degree in social work and LCSW required. Clinical experience in outpatient, mental health, psychiatric or substance abuse setting preferred. Must maintain a full caseload providing adults, children, adolescents, and elders with mental health and substance abuse treatment on an outpatient basis. Needs to have proven ability to assess client's needs, safety, mental health status, abilities, and treatment preferences and monitor and modify ongoing appropriateness of services. Will conduct clinical services eligible for Medicaid, Medicare and third-party insurance reimbursement and that meets Department of Mental Health guidelines. Needs to be able to effectively utilize an electronic health record for documentation of intake assessments, initial and ongoing recovery/treatment plans, completion of progress notes, etc. Participation in weekly rounds, group supervision, and direct individual supervision biweekly and as needed required. This is a bargaining unit position.

APPROVED BY: _____SEL