

**Western Montana Mental Health Center**  
**1205 W. Main**  
**Hamilton, MT 59840**  
**Phone: (406) 532-8959**

**Position:** Residential Care Worker

**Close Date:** Open until filled

**Hours:** 35 hours/week

Wednesday 3:00p – 11:00p

Thursday 3:00p – 11:00p

Friday 3:00p – 12:00am Midnight

Saturday 8:00a – 6:00p

**Job Summary:** Under general supervision, this position provides stabilization services and practical guidance to individuals with mental health challenges living in a transitional home setting.

**Essential Job Responsibilities:** Assure safety. Monitor signs and symptoms. Assist in assessment and planning of services for clients. Assist with consumer self-administration of medications. Provide direct care and support. Report problems to Supervisor and MHP on call. Document consumer status and services provided. Adhere to laws bearing on mental health services and consumer rights. Perform cleaning necessary to insure the residence remains orderly. Prepare meals with clients. Complete paperwork consistent with agency policy and direction of manager. Participate in all required agency meetings and training. Work cooperatively with co-staff and management. Treat clients with respect and professionalism. Perform all duties and directions as instructed or assigned.

**Qualifications:** Must be able to communicate affectively; orally and in writing, with co-staff and treatment team. Need to be able to establish healthy relationships with clients and staff; keeping in mind the importance of boundaries. Ability to exercise professional judgement in evaluating given situations with swift decision making. Knowledge of the laws, rules and regulations regarding service to persons with acute mental illness. Need considerable understanding of human behavior.

**Education & Experience:** The above knowledge, skills and abilities are typically acquired through combination of education and experience equivalent to a bachelor's degree in psychology or related field.