

Western Montana Mental Health Center
RCM Women and Children's Home
1335 Wyoming
Missoula, MT 59801
Phone: (406) 532-9830
Fax: (406) 541-3031

POSITION: Rehabilitation Aide

CLOSE DATE: Open until filled

HOURS: Full-time

JOB SUMMARY: A paraprofessional who provides services that support progress toward treatment goals through rehabilitation tasks and case management. This person works in women's residential settings and provides services that do not necessitate professional skills. Aides may teach life skills, implement behavioral therapies and provide recreational activities. They must understand and identify crisis and be able to intervene until the appropriate professional can respond. Also must be able to assist residents in making informed choices about opportunities and services available within the community; in providing opportunities and encouragement for self-help activities; in assisting residents in the development of realistic, attainable life goals; and in locating, coordinating, and monitoring all services to meet these goals. Maximize residents' abilities and enable growth in some or all aspects of their vocational, educational, residential, social, mental, and health related environments.

ESSENTIAL JOB RESPONSIBILITIES:

1. Provide life skills coaching to residents as outlined in skills plan.
2. Provide recreational activities on an ongoing basis.
3. Liaise with staff in assisting residents in development of life skills.
4. Assess and determine need for any medical, educational, social and/or other services.
5. Identify specific needs with resident and develop a written, individualized case management plan
6. Complete documentation of all case management services, contacts, and compliance with case management plan
7. Link residents with service providers and facilitate development of community resources.
8. Ensure the care plan is effectively implemented and adequately addresses the needs of the individual.
9. Advocate for and enhance resident involvement in the utilization of services.
10. Monitor medications, med box refills and order medications, as needed.
11. Assist staff in other programs and perform other duties, as assigned.

QUALIFICATIONS: Comprehensive knowledge of social work principles and practices; of substance use disorders and recovery; general familiarity with primary DSM 5 diagnoses; with family system dynamics; thorough knowledge of community-based resources and process of referral; of ethical performance standards and their application; knowledge of laws and administrative rules relevant to substance use disorders and confidentiality; demonstrated knowledge of appropriate boundary setting. Demonstrate a general understanding of psychotropic medications and an ability to use resource/reference materials.

EDUCATION/EXPERIENCE: The above knowledge and competencies are typically acquired through a combination of education and experience equivalent to an Associate's degree in a behavioral science and a minimum of two years of social service experience, with at least one year working directly with the substance abuse/addiction population.