

Western Montana Mental Health Center
699 Farmhouse Lane
Bozeman, MT 59715
Phone: (406) 556-6500

Position: Vocational Specialist

Close Date: Open until filled

Hours: Full-Time; 40 hours per week (flexible schedule options)

Job Summary: Providing vocational services including job development, placement, and coaching to individuals with severe and persistent mental illness following the Dartmouth Individual Placement and Support Supported Employment model. Coordinating services in accordance with the Vocational Rehabilitation, Montana state rules, and WMMHC policies and procedures. Providing consumer-directed, recovery-driven guidance to WMMHC staff regarding vocational placement and support.

Essential Job Responsibilities: Managing caseload as assigned by supervisor in accordance with Vocational Rehabilitation contract, managed care contract, and WMMHC practices. Representing WMMHC through consultation, education, and networking in the community. Conducting job development in the community and maintaining professional relationships with network of local employers. Providing consumers with community-based skill development including job readiness, job placement, job coaching, and support. Coordinating job preparation, training, placement, and support with local vocational rehabilitation personnel. Providing benefit counseling information to individuals in the vocational program.

Qualifications: Considerable knowledge of the principles and practices of social work, human development, and behavior, and current social and economic conditions. A working knowledge of the laws, rules, and regulations related to individuals with mental illness. An understanding of the practices governing treatment services and of the needs and problems of individuals with severe and persistent mental illness.

Education & Experience: The required knowledge and abilities are typically acquired through a combination of education and experience equivalent to an Associates of Arts degree in social work, counseling, or a related behavioral science, and one year related work experience or a Bachelor's degree.