

Western Montana Mental Health Center
106 W. Broadway
Butte, MT 59701
Phone: (406) 497-9081
Fax: (406) 723-4020

Position: Residential Care Worker (Relief)

Close Date: Open until filled

Hours: Varied – 24 hour program

Job Summary: Provide direct care and guidance services to seriously disabled mentally ill adults in group home setting. Performs tasks of Community-based Rehabilitation program outside group home setting.

Essential Job Responsibilities: Maintain appropriate personal and professional boundaries with clients, families, co-workers and community resources. Participate in development of and follow individual treatment plan. Provide all necessary care to residents that are required to promote physical and emotional well being. Plan and direct all recreational, educational and therapeutic activities. Provide the supervision required to teach residents increasing self-responsibility at the level of their individual capabilities. Instruct and supervise residents in self-care and maintenance of their living environment through example and active assistance. Complete daily logging on observations of all events occurring within the milieu in order to ensure consistency in treatment. Record daily observation of each resident in their individual logs per outlined program procedures. Maintain accurate entries of all medical appointments and medical care provided to residents. Utilize verbal de-escalation techniques when necessary to intervene in crisis situations.

Qualifications: Minimum experience and education equivalent to high school diploma. Basic knowledge of serious mental illness, active listening and communication skills required. Computer skills required to submit electronic documentation & call logs as you will use e-mail and internet for authorization process. Excellent oral and written communication skills. ***Must be 21 years of age.*** Valid Montana driver's license and covered by auto insurance.