

Western Montana Mental Health Center
Recovery Center Missoula
1201 Wyoming
Missoula, MT 59801
Phone: (406) 532-9909
Fax: (406) 532-9901

Position: Treatment Technician Pool

Close Date: Open Until Filled

Hours: Various

Job Summary: Recovery Center Missoula is designed to meet the needs of those suffering from substance use disorders/ addiction and co-occurring psychiatric disorders. We offer inpatient treatment and partial hospitalization/day treatment services to adults 18 and over. Treatment Technicians provide supportive services to patients, which include monitoring activities, providing education modules, behavioral interventions, and skills coaching. As a part of an interdisciplinary team, the treatment tech functions as a liaison with all disciplines and the patient population.

Essential Job Responsibilities:

1. Answer incoming telephone calls, ascertain purpose of call, and route call to relevant staff or to voice mail.
2. Provide behavioral interventions and skills coaching.
3. Assist in cleaning laundry for the unit.
4. Assist in preparation of detox meals as needed.
5. Monitor patient activities.
6. Ensure the security of Recovery Center Missoula and its clients.
7. Assist patients in compliance with completion of therapeutic assignments and abiding by Center rules.
8. Assist staff with patient and milieu management.
9. Monitor, and maintain resident records using the Electronic Medical Record.

Job Requirements: Ability to maintain professional relationships with patients, colleagues, community members, and the general public; to set and maintain appropriate boundaries with patients and colleagues; to deliver and follow written and verbal instructions; to communicate effectively verbally and in writing; to demonstrate competency in multi-tasking, in problem-solving, time management, and crisis management; and to demonstrate reliability in performing duties of position including attendance at scheduled work hours, and prompt documentation.

Education & Knowledge: The above knowledge and competencies are typically acquired through a combination of education and experience equivalent to Bachelor's degree in a behavioral science and/or a minimum of three years of behavioral health experience, with at least one year working directly with the substance abuse/addiction population.

Working knowledge of substance abuse, addiction, and recovery; ability to learn, utilize, and effectively apply the required technical knowledge including general familiarity with primary Axis I and II diagnoses and family system dynamics; commitment to gain thorough knowledge of ethical performance standards and their application; of laws and administrative rules relevant to chemical dependency and confidentiality; and demonstrated knowledge of appropriate boundary setting. Comprehensive knowledge of social work principles and practices; of substance abuse/addiction and recovery; of community-based resources; and familiarity with other mental health disorders and family systems.