

## **Supported Employment Specialist**

### **About South Lane Mental Health:**

Located in Cottage Grove, Oregon, South Lane Mental Health is guided by an enduring commitment to provide individualized mental health services with compassion and respect. South Lane Mental Health's staff of 100 provides a variety of therapeutic services to over 2,200 individuals in Cottage Grove and the surrounding community. Our employees have a wide range of backgrounds, educational attainment and skill sets. We strive to create an agency community characterized by empowerment, compassion and innovation.

### **About the Position:**

South Lane Mental Health is seeking a Supported Employment Specialist. A full time Qualified Mental Health Associate, the Supported Employment Specialist provides one-on-one support to clients in mental/behavioral health treatment who wish to seek employment with identifying and achieving educational and employment goals. They also work to identify potential employers and help provide job supports for clients and employers.

### **Position Duties:**

- Collaborate with clients to identify educational and/or employment goals, and update goals and strategies collaboratively with client as needed. Be willing to work with clients regardless of job readiness, substance use, history of violence, cognition impairments, treatment non-adherence and personal presentation. Develop strategies, in conjunction with mental health treatment team, to help clients meet educational and/or employment goals.
- Assist clients with completing rapid, individualized job searches for competitive jobs. Create and maintain ongoing work-based vocational profile that includes information about client preferences, experiences, skills, current adjustments, strengths, personal contacts, and update with each new job experience. Assist clients with building skills necessary for successful employment, and provide support for clients through all phases of employment, including intake, engagement, assessment, job placement, job coaching, and follow along supports.
- Provide incentives planning with clients, including discussion of SSA benefits, medical benefits, medication subsidies, housing subsidies, food stamps, spouse and depended children's benefits, and past job retirement benefits.
- Assist in finding individualized, time unlimited follow along job supports for clients after they have received employment.
- Create and maintain database of potential employers and/or educational resources in the community. Regularly contact and conduct face-to-face meetings with potential employers to determine business needs and positions within their businesses, convey the benefits of the supported employment program, and develop positive relationships with potential employers on behalf of clients looking for work.
- Discuss employee benefits, personnel policies, employee rights and responsibilities and special accommodations with employers. Maintain contact with employers of clients to assist in determining what individualized job supports are needed, and conduct assertive outreach to resolve concerns as needed.
- Participate in mental health team meetings to discuss individual clients and their employment goals with shared decision making.

- Positively represent SLMH in the community and with other service providers, and/or act as a liaison with other organizations or with internal committees/cross-departmental teams.
- Meet requirements of fidelity, productivity, and dependability, including complete all required paperwork in a timely manner, participating in quality and completeness reviews, participating in supervision and meeting, and perform all duties in a respectful and responsible manner, both with clients and coworkers.

**Position Requirements:**

- Bachelor's degree in social services, behavioral health, or a related subject; or at least 3 years of active employment in the field of mental health service provision.
- Ability to obtain MHACBO registration and be credentialed as a QMHA.
- One year prior experience in supported employment or job development.

***Competencies:***

- Experience working with individuals with severe and persistent mental illness.
- Thorough knowledge of community resources and how to enroll individuals in benefits, and relevant regulations and compliance issues.
- Familiarity with Oregon Supported Employment fidelity requirements preferred.
- Ability to work constructively with potential employers to help place clients in positions.
- Ability to respond calmly and professionally in high-stress situations and respond constructively to clients in a mental health crisis.
- Ability to balance clinical, cultural, and ethical values, particularly as relates to client and staff needs.
- Strong written and oral communications skills.
- Ability to interact with people of all ages and cultural background.
- Ability to work independently and as part of a team
- Sound computer skills.

**Benefits of Working for South Lane Mental Health:**

- Exceptional culture where employees are supported, trusted and treated as adults.
- 100% employer payment of health insurance for the employee.
- Dental, vision, and prescription drug insurance
- Generous Paid Time Off
- Robust Employee Assistance Program
- Opportunity to contribute to a 403(b) retirement account
- Opportunities for training and reimbursement for licensure and certification costs
- Administrative and clinical supervision, including that for licensure candidates

**To Apply:**

Please email resume and cover letter to [employment@slmh.org](mailto:employment@slmh.org)

No phone calls, please.

EOE