



FLATHEAD COUNTY, MONTANA

Position Vacancy Announcement

POSITION: BEHAVIORAL HEALTH SPECIALIST DATE OPENED: FEBRUARY 12, 2018

DEPARTMENT: FCHC / HEALTH DEPARTMENT CLOSING DATE: FEBRUARY 26, 2018

If you have any questions about this position vacancy, call: (406) 751 - 8109.

NUMBER OF POSITIONS OPEN: 1

BARGAINING UNIT: Non Union

FULL TIME

REGULAR
(YEAR ROUND POSITION)

IF APPLICABLE:
TRAINING WAGE: \$ _____ per _____

PART TIME

SEASONAL

STARTING WAGE: \$ _____ per _____

SALARY AT:

TEMPORARY

____ YEAR STEP: \$ _____ per _____

____ YEAR STEP: \$ _____ per _____

____ YEAR STEP: \$ _____ per _____

VISIT https://flathead.mt.gov/human_resources/downloads.php FOR BENEFIT INFORMATION.

SEE ATTACHED JOB DESCRIPTION. Additional information:

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THIS WOULD BE A CONTRACT POSITION AND THE WAGE WOULD VARY DEPENDING ON SPECIALTY (LCSW, LCPC, PSYCHOLOGIST).

APPLY FOR THIS POSITION AT FLATHEAD COUNTY'S WEBSITE:

https://flathead.mt.gov/human_resources/apply/

ALL COMPLETED APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY THROUGH FLATHEAD COUNTY'S WEBSITE BY 5:00 PM ON THE CLOSING DATE. Paper, faxed or email applications will not be accepted.

Flathead County's pre-employment process includes reference checks and criminal history checks. A record of criminal conviction will not necessarily bar you from employment. Depending on the position, the pre-employment process may also include skill testing and drug/alcohol testing.

FLATHEAD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

Flathead County is an equal opportunity employer. Flathead County shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

This job description is intended to reflect core areas of responsibility and an incumbent employees' knowledge and skill set needed to complete those functions. This document is not intended to catalog each individual duty; employees are routinely called upon to address emerging employer requirements in alignment with individual work units and assignments of jobs. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer change.

Job Title: Behavioral Health Specialist

Job Code: 13210

Department: Health Clinic

Pay Grade: Contract

Reports to: Executive Director

FLSA Status: Non-Exempt

Exempt

Department Overview: The Flathead City-County Health Department is a public health agency providing certain statutorily-mandated services and other contracted services to people who reside in or visit Flathead County. The divisions of the Health Department offering primary prevention services include: Environmental Health Services, Community Health Services, Health Promotion and the Flathead County Animal Shelter. The Health Department offers primary health care services through the Flathead Community Health Center, Flathead Family Planning and Flathead County Home Health. Environmental Health services offered include food safety, water quality and land use development and air quality. Community Health services offered include communicable disease prevention and control, immunization services, maternal, infant and early childhood managed care programs and the Women Infant and Children (WIC) program. Health promotion services offered include cancer screening, tobacco use prevention, injury prevention and public health preparedness. The Flathead Community Health Center is a federally qualified health center and Flathead Family Planning clinic is operated under Title X of the Public Health Service Act. The Flathead Community Health Center and Flathead Family planning provide team based patient centered medical, reproductive, dental and behavioral health care. Flathead County Home Health is a licensed home health care agency offering professional care services to homebound patients.

Job Summary: Under general supervision of the Executive Director, the Behavioral Health Specialist works as a member of the Community Health Center primary care team, identifying, triaging and managing patients with medical and behavioral health problems within a primary care setting.

Essential Functions (Major Duties or Responsibilities): *These duties are the essential functions and are not all-inclusive of all duties that the incumbent performs.*

- Diagnosing and providing treatment to individuals with mental disorders and psychosocial problems.
- Assessing and planning for the social requirements of individuals through consultative contacts in individual or group sessions.
- Assists primary health care providers in evaluation for medical non-compliance and support of patients with chronic pain prior and during treatment.
- Works with primary care team to treat and manage patients with chronic emotional and/or health problems efficiently and effectively.
- Works with primary care providers to refer patients to other health care specialists as appropriate.
- Assists in the detection of "at risk" patients and development of plans to prevent further

psychological or physical deterioration.

- Evaluates patient care plans with primary care team.
- Attends and participates in meetings and Quality Improvement activities as required.
- Provides staff education and training.
- Performs other duties as assigned.

Non-Essential Functions:

- Incumbents may be requested to perform functions relevant to the position but not listed above.

Physical Demands and Working Conditions:

- Work occurs in clinical, medical facility environment.
- Frequently required to sit, talk, write, listen and read.
- The employee may infrequently be required to stand, walk, climb, balance, stoop, kneel, crouch or crawl and reach with hands and arms.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision and depth perception.
- The employee is infrequently required to lift and/or move up to 25 pounds.
- Duties may require exposure to hostile, emotionally disturbed or mentally ill persons and/or confrontational interpersonal situations;
- The noise level of the building is usually moderate; however employee is occasionally subjected to loud equipment noise.

Supervision Exercised: The primary function of this job is not in a supervisory capacity.

Knowledge, Skills, and Abilities:

Knowledge of:

- behavioral medicine and evidence-based treatments for medical and mental health conditions;
- psycho-pharmacology;
- screening and diagnostic tools;
- substance abuse counseling and treatment planning;
- techniques in interviewing, screening, assessing and counseling clients with mental health disorders;
- mental health crisis identification, diagnosis and management;
- client confidentiality and the ethical and legal requirements of the profession;
- community resources and organizations.

Ability to:

- assess clients and create appropriate treatment plans or referrals;
- provide effective counseling and case management in a primary care setting;
- work effectively in a team, interfacing with patients, primary care providers, education staff, mental health specialists as well as with administrative and support staff;
- maintain strict confidentiality of all Health Center matters;
- establish and maintain effective working relationships in a culturally diverse environment, particularly when dealing with sensitive issues;

- work effectively with diverse populations and age groups;
- communicate effectively, both orally and in writing.

Education and Experience:

Education:

Requires graduation from an accredited college with a Master's Degree in Social Work and licensure as a Clinical Social Worker (LCSW), licensed as a Clinical Psychologist, or licensure in Montana in a profession recognized as a behavioral health specialist meeting the requirements outline in this job description

Experience:

Preference to candidate with at least two years' experience in a clinical or mental health setting.

Action	Date	Reference
Adopted	8/29/2011	Commissioners' Minutes
Revised	6/1/2015	Commissioners' Minutes