

MENTAL HEALTH TECHNICIAN

Calera/Clanton Location

Salary range: \$13.50 – \$15.50 hourly

SUPERVISOR: HOME MANAGER

MINIMUM QUALIFICATIONS: HIGH SCHOOL DIPLOMA OR GED; VALID DRIVERS LICENSE AND ACCEPTABLE DRIVING RECORD REQUIRED. SUCCESSFUL COMPLETION OF SAMA (CRISIS INTERVENTION TRAINING), CPR/FIRST AID TRAINING, AND MEDICATION ASSISTANT TRAINING (Agency provides training). EXPERIENCE WORKING WITH PEOPLE WHO HAVE SERIOUS MENTAL ILLNESS PREFERRED.

Primary Job Functions and Performance Expectations

Policy Adherence

- Learn and follow company policies and procedures.

Client Care Supervision

- Oversee client care and provide medication assistance after completing Medication Assistant training.
- Deliver BLS training for clients and ensure documentation meets DMH/Medicaid standards.
- Respond to crises and emergencies, ensuring client safety per Emergency and Safety Policies.
- Maintain confidentiality of client files and related information.
- Assist with client admissions and discharges.
- Interact professionally with clients' families and associates.

Facility Maintenance

- Manage household supplies and maintain security and safety measures.
- Ensure upkeep of the residential facility's interior and exterior.

Menu Planning and Meal Preparation

- Collaborate with clients to prepare weekly menus.
- Maintain food supplies within budget and prepare meals accordingly.

Client Transportation

- Transport clients safely, adhering to Center Vehicle Policies.
- Ensure client well-being during transportation and enforce safety regulations like seatbelt use.

Consultation and Education

- Build effective working relationships with community members, funding sources, and staff.
- Attend in-service training and staff meetings.

Other Duties as Assigned

- Complete tasks accurately and promptly while maintaining confidentiality and prioritization.

PHYSICAL AND MENTAL REQUIREMENTS:

- While performing the duties of this job, the employee will be required to communicate with peers, clients and/or vendors.
- Performs duties that require the employee to stand and walk for extended periods.
- Requires ability to operate a vehicle and make sound judgement while driving.
- Work requires lifting of up to 50 pounds.
- While performing the duties of this job, the employee is regularly required to stand, sit; balance, walk, push, pull, bend, reach, lift, grasp and use hands and fingers to operate home equipment, computer and telephone equipment.
- There is frequent to constant standing while organizing/stocking groceries,
- Sitting is frequent by nature; however, extended sitting could be up to 1.5 hours for documentation and 1 hour for group time.
- Walking various distances on grounds can be frequent and the furthest distance would be up to 300 feet.
- Squatting/lunging frequently to stock/organize groceries/supplies in pantry and to retrieve pots/pans needed for cooking and to lift pans out of the oven.
- Strong grasp is needed frequently to constantly handle groceries/supplies when lifting, and while cooking.
- Fine Manipulation for writing and handling paperwork.
- Pushing/pulling force 5 pounds force (horizontal) to open standing freezer doors to access groceries.
- Lifting various ranges from the floor to overhead with weights up to 5-15 pounds frequently, 30-40 pounds from the floor to 48 inches to stock groceries/supplies occasionally, 50 pounds from floor to waist 1-2 times per day.
- There may be times when mopping, sweeping, making beds, washing/drying clothes for clients may be done.