

ABOUT MONO COUNTY

Wild by nature, Mono County is a destination that is full of adventure. Set on the eastern slopes of California's Sierra Nevada mountain range, Mono County is a rare environment of natural contrasts: soaring granite peaks & spacious desert vistas, quiet lakes, bubbling hot springs & cold mountain streams, winter snows & sunny summer skies, rolling sagebrush hills & vibrant wildflower meadows.



Photo: © Greg Newbry

Best of all, this natural playground is matched with a complete range of amenities & activities making it an ideal place to get away from it all. Enjoy an array of fine shops, restaurants & cafes, snowboard or bike down mountain trails, fish for trout, relax in a soothing hot spring, or paddle a kayak along the shore of an ancient inland sea.

The Town of Mammoth Lakes is the most populated area of Mono County & offers fine schools, shopping, dining & recreation.

The County Seat is located in picturesque Bridgeport located 360 miles north of LA and 182 miles SE of Sacramento.

The northern areas of the county include Topaz, Coleville & Walker. The southern areas of the county include Crowley Lake, Benton and Chalfant, June Lake, Lee Vining.

Rat Race? Looking for a lifestyle change with a great quality of life? Mono County is a sparsely populated rural county that offers numerous recreational opportunities for the outdoor enthusiast. Ski Mammoth, fish the Sierras, enjoy working where you vacation. An outstanding opportunity exists in the beautiful eastern Sierras.

BENEFITS: *Mono County provides generous benefits, including 2% @ 60 PERS retirement; medical, dental, vision, and life insurance; 401(a) plan matching of deferred compensation contributions (up to 3%)*

TO APPLY

Application materials should be returned to:

County of Mono, CAO/HR
P.O. Box 696, Bridgeport, CA 93517
Telephone: (760) 932-5412
Fax: (760) 932-5411

Email: hr@mono.ca.gov

www.monocounty.ca.gov

Faxes or email will be accepted

SPECIAL NOTE: The provisions of this job bulletin do not constitute an expressed or implied contract. The County of Mono reserves the right to make necessary modifications to the recruitment plan. The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Any questions or comments about the need for accommodation should be directed to HR.

COUNTY OF MONO



INVITES APPLICATIONS FOR

CASE MANGER I/III BILINGUAL
SPANISH/ENGLISH

FINAL FILING DATE:

Open until filled

First Review of Application 10/01/2019

SALARY:
I \$18.79 - \$22.84

Equal Employment Opportunity Employer

THE POSITION

nder direction, to assess client needs; to plan, implement and evaluate treatment plans for clients receiving mental health, child and adult welfare, and/or alcohol and drug services; to assist in recovery with individuals; and to perform other job-related work as required. This is the journey level in the Mental Health Case Manager series. Incumbents will provide case management and rehabilitation services as a paraprofessional member of a therapy team. Incumbents are assigned the more complex and more sensitive cases and work under less supervision.

Examples of Important and Essential Duties: Under general supervision, performs a variety of counseling services to include:

- Intake of new clients for initial assessments; assesses client needs for services in cooperation with clinical staff;
- Develops and implements a variety of treatment plans compatible with client needs; evaluates treatment progress and effects modifications as appropriate; participates in a variety of treatment activities including individual and group counseling, social/milieu therapy, rehabilitative counseling and occupational therapy;
- Obtains or develops materials for use in therapy activities; organizes and directs special mental health projects with the advice of medical and professional staff;
- Trains non-medical staff members and volunteers participating in the special mental health projects; develops after care and follow-up programs for clients;
- Makes full use of community and county resources to help with rehabilitation; assists community organizations in recognizing and evaluating community conditions which contribute to mental health challenges; acts as liaison between professional staff members, community organizations and advisory boards, toward gaining community support and cooperation for mental health programs and services; conducts individual and group sessions.

QUALIFICATIONS

Knowledge of:

Case Manger I:

- Bilingual, Spanish speaking. Fluent in spoken and written Spanish.
- Recognized methods of treatment in dealing with individuals with mental or emotional challenges.
- Knowledge of WRAP Around program and Strength Based Treatment principles
- Strength Based and Harm Reduction oriented philosophies.
- Challenges for persons served in mental health, drug, alcohol, and child abuse programs.
- Psychology and DSM IV Diagnosis criteria.
- Principles of individual and group behavior.
- Knowledge of Social Service Systems—County, State and Federal

Ability and willingness to:

- Assess needs and develop treatment plans.
- Carry out a variety of effective treatment activities, including individual and group counseling under the direction of professional staff.
- Evaluate therapy programs and effect modifications as appropriate.
- Ability to learn interviewing, counseling, and evaluation techniques.
- Ability to learn community organizations and lines of communication in the local community.
- Learn to interpret, apply, and explain Federal and State laws, rules, and regulations governing mental health programs and services.
- Communicate effectively orally and in writing.
- Prepare clear and concise reports.
- Maintain confidentiality; maintain working knowledge of HIPAA requirements.
- Think clearly and act calmly in a variety of situations.
- Establish and maintain cooperative working relationships; work in a treatment team setting.
- Use computers.
- Work on Crisis Team for on-call hours with supervision.

Minimum:

Any combination of training and experience which would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities might be: (1) Two years of experience which would have provided a high degree of insight into individual or group problems such as mental health, drug abuse, alcohol abuse, old age, or domestic relations. (2) Upper division college courses in community resources, human services, behavioral sciences or other related fields are highly desirable.

Special Requirements: Possession of, or ability to obtain, a valid driver's license.

Physical Requirements & Working Conditions:

Work is usually performed in an office environment; frequent contact with staff and the public. Incumbent may be subject to call-out after hours. Travel to county sponsored trainings, including some overnights.

THE EXAM PROCESS

PHASE 1: The exam process includes an application, and resume.

PHASE 2: The exam process will include not only an interview, but also a review and practical demonstration of the required knowledge and abilities as stated on the application.

Photo: © Greg Newbry

