**ARMHS**

**Job description**

**About us**

Arubah professionals dedicate and invest time and energy into holistic care of the client. Investing in community, coming along side those we serve, making this a partnership in supporting people as they journey to restored health.

Our ideal team members are Professional, Willing, Accountable, Versatile, Self-Aware, and Relational.

* We seek to enable, empower and help facilitate personal restoration
* We walk along, sit with and process during difficult times.
* We believe relationship is a key component to healing.
* We are versatile, self-aware, driven and have a willingness to serve.

**Title: ARMHS Worker**

**Description:**ARMHS workers support clients in home and community with basic living and social skills, community intervention, medication education, transition to community living services, and learning and utilizing mental health skills.

**Responsibilities:**

* Secure client information per HIPAA standards.
* Maintain case files that are up to date as described:
* a) Review diagnostic assessment completed by a MH Professional prior to initiating services,
* b) Develop and implement a culturally appropriate treatment plan and crisis plan for each client,
* c) Ensure that all necessary releases, health care coordination forms, notice of privacy rights, ITP signature form, transportation waiver, and consent to treatment are current and resigned each year,
* d) Review treatment plans, Functional Assessments and LOCUS with consulting MH Professional every 180 days (ARMHS),
* e) Administer Outcome Questionnaires, Functional Assessments, and any other assessments as required,
* f) Maintain progress notes within the electronic record after each session, per CSS documentation guidelines.

**Requirements:**

* Must have a valid driver’s license/insurance and reliable vehicle.
* Must be willing to deliver services in home and community environments, in several different counties. You will not be required to work in all counties but openness and willingness to travel is a must - referrals come in from all counties so flexibility will allow you to build your caseload more quickly.
* You must be able to independently manage your own schedule.
* Work closely with counties, school, medical professionals and other community service providers in coordinating services by following coordination of care procedures.
* Attend, at minimum, one clinical consultation meeting per month.
* Participate in agency quality improvement activities
* Complete 15 hours of continuing education every calendar year and submit to Treatment Director.
* Must be willing to see clients in the evenings or during the weekend.

**Experience:**Must meet Mental Health Practitioner criteria, per MN statute, and must be proficient with computer, email, and Microsoft applications.

**Qualifications:**

* Has completed at least 30 semester hours or 45 quarter hours (Bachelor's Degree equivalent) in behavioral sciences or related fields **and** has at least 2,000 hours of supervised experience in the delivery of services

or

* 4,000 hours of supervised paid work experience in the delivery of mental health services to adults with serious mental illness or traumatic brain injury

or

* Holds a master's or other graduate degree in behavioral sciences or related fields

or

* Holds a bachelor's degree in behavioral sciences or related fields and completes a practicum or internship that (1) requires direct interaction with adults or children served, and (2) is focused on behavioral sciences or related fields.

**and**

* Must be able to pass state background study and a valid Minnesota Drivers license and meet company driving requirements.

**TOOLS AND EQUIPMENT USED** Computer, phone, and vehicle use WORK ENVIRONMENT This staff will work out of office space located at Brooklyn Center or St Paul office

Job Types: Full-time, Part-time

Salary: $20.00 to $22.00 /hour

**Arubah Emotional Health Services, PA provided the following inclusive hiring information:**

We are an equal opportunity employer and considers all qualified applicants equally without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability status.

Job Types: Full-time, Part-time

Pay: $20.00 - $22.00 per hour

COVID-19 considerations:  
All staff are encouraged to be vaccinated and wear masks with clients. Arubah follows state and city guidelines regarding masking indoors and physical distancing. Arubah provides access to disposable masks, sanitizing wipes, and gloves.