



## Job Description

**Position:** Mental Health Clinician  
**Job #:** HWHWSCC07311701  
**Program:** Veterans' Supportive Housing and Clinical Services Program  
**Status:** Non-Exempt/ Full Time  
**Supervisor:** Clinical Manager

### Agency Background:

Abode Services is a community based organization founded in 1988. Services include support services to families as well as adults without children. The mission of Abode Services is to end homelessness by assisting low-income un-housed people to secure stable, supportive housing and to be advocates for the removal of the causes of homelessness. The agency provides services throughout Santa Clara County.

**Program Summary:** The Veterans' Supportive Housing and Clinical Services Program will provide supportive housing and intensive case management services to 60 veterans who may or may not be eligible and/or connected to the larger VA system. Using a Housing First and Harm Reduction model, the program will be low barrier and move veterans in housing quickly. Clinical services will be aimed at increasing life skills, managing mental health symptoms, reducing the harm of substance use, addressing healthcare needs, increasing connection to community resources, and improving quality of life.

### Job Purpose Summary:

This position will provide intensive case management services to 20 veterans and support participants from streets to housing. Clinical will be responsible for completing assessment, developing treatment plans in partnership with the participants, and writing notes that meet Medi-Cal standards.

*Clinical Supervision available to those working towards licensure.*

Salary Range: Depending on experience, education, etc. Offices located in San Jose with travel throughout Santa Clara County.

### RESPONSIBILITIES:

- Provide clinical case management services, including rehabilitative services, brokerage, collateral, and therapy to participants in the following settings: home, community, and office.
- Complete assessments and develop treatments plans on an on-going basis for participants enrolled in the program. Collaboratively work with participants to develop and work on their recovery goals.
- Meet with prospective participants, conduct outreach and initial intakes and assessments.
- Develop relationships with agencies in the community providing housing and supportive services to participants.
- Perform mental status exams, as well as safety assessments that include suicide, homicide, and gravely disabled assessments with participants on an on-going basis.
- Facilitate psycho-educational and support groups.
- Attend clinical, administrative, and case conferencing meetings as dictated by the program supervisor.

- Enter all data on time and correctly to support program evaluation and outcomes tracking.
- Ensure proper and timely documentation of services including written case notes using the BIRP formats and billing services to Medi-Cal.
- Assist the Program Manager, Clinical Supervisor, and other staff as needed.

**Qualifications:**

- MSW/MS/MA Psychology degree from an accredited university and registration with the California Board of Behavioral Sciences as an ASW/MFTi required. Licensure as a LCSW or LMFT in the state of California **preferred**. Salary commensurate with experience, education, and licensure status.
- Must possess 2 years of field experience working with people with serious mental illness, individuals with co-occurring disorders and complex health issues and/or the chronically homeless population, or veterans.
- Must have one year experience completing assessment, developing treatment plans, and writing case notes that met Medi-Cal standards. Strong writing skills are a **MUST**. This position requires a tremendous amount of clinical writing. Must be able to handle a rigorous clinical work while meeting deadlines for billing, progress notes, and treatment plans.
- Understanding of the following evidence based practices: Housing First, Motivational Interviewing, Harm Reduction, and Psychosocial Rehabilitation.
- Possess a working knowledge of Psychiatric Disorders and Chemical Dependency Disorders.
- Ability to build supportive and respectful working relationships with program participants that instills hope and promotes self-determination using a strengths-based approach. Sensitivity to and understanding of the special needs of the homeless.
- Proven ability to work independently and as an effective and collaborative member of a team.
- Excellent verbal skills. Strong organizational, detail orientated, and time management skills.
- Possess an understanding of and practice cultural sensitivity through open dialogue and self-exploration with diverse groups, while providing direct services.
- Ability to effectively intervene in crisis situations, with de-escalation techniques.
- Strong communication skills, both verbal and written. Strong organizational and time management skills.
- Proficient in Microsoft Office computer programs.
- Reliable transportation and proof of a valid and current California Driver's License and current insurance along with a clean DMV record required.
- Ability to work flexible hours, including some weekends and evenings.

**Abode Services is an Equal Opportunity Employer/Drug Free Workplace**

**Notice:** This description is to be used as a guide only. It does not constitute a contract, commitment or promise of any kind. Abode Services reserves the right to change, add, delete, upgrade or downgrade the position as dictated by business necessity at anytime with or without notice.