

County of Grundy--Job Posting Health Department



Date of Posting: September 12, 2023
Applications Accepted Until: Posted until filled
Job Title: Recovery Support Specialist
Employee Status: Full-time, 40.0 hours/week, non-exempt
Union Affiliation: None
Rate: \$17.50/hour (Grade 2)

Competitive Benefits: Medical, Dental, Vision and Life Insurance; Generous accrual of Paid-Time Off; Contribution to IL Municipal Retirement Fund (IMRF); Paid Holidays; Professional development opportunities; Potential student loan forgiveness

Work Setting: Work is performed from office in Morris, IL, with occasional visits to partner agencies, client homes or other public places.

SUMMARY:

The Grundy County Health Department works to preserve, protect and promote the health and well-being of Grundy County. Services are offered in response to community need and in accordance with oversight agencies to clients of the lifespan – infant to older adults.

The ideal candidate will work as a team player, cooperating with colleagues to best serve the residents of Grundy County, in a fast-paced and ever-changing environment. Under the supervision of the Behavioral Health Clinical Manager, the candidate will possess a positive attitude and be capable of critical thinking, sound judgement and working independently as needed.

The RSS serves an important role in the recovery journey of those living with a behavioral health disorder, providing support to residents outside of the typical office setting. The work provided by an RSS is intended to provide early intervention, crisis mitigation and overall community resiliency. Work is intended to meet clients where they are, geographically, mentally, and emotionally. So work is most likely to be performed outside of the typical office setting and will involve visiting client homes and public places.

The Grundy County Health Department is seeking a candidate who is passionate about assisting residents of Grundy. Ideal candidate will enthusiastically drive efforts to identify and inform persons in Grundy County of available services and programs for which they may be eligible. This includes but is not limited to: performing assessments, establishing a plan of care with client/family members, performing Case Management Screenings, and completing required documentation as mandated by DHS, SUPR, BALC, or other funders, and the County Health Department.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Project positive image and maintain credibility and integrity of agency.
2. Provide recovery education to service recipients for every phase of the recovery journey from pre-recovery engagement, recovery initiation, recovery stabilization, and sustained recovery maintenance.
3. Provide a model for both people in recovery and staff by demonstrating that recovery is possible. The model shall demonstrate self-advocacy, a self-directed recovery plan, identifying personal aspirations, etc., so as to “get the life they want.”
4. Actively identify and support linkages to community resources (communities of recovery, educational, vocational, social, cultural, spiritual resources, mutual self- help groups, professional services, etc.) that support the recovering person’s goals and interests. This will involve a collaborative effort including the recovering person, agency staff and other relevant stakeholders.

5. Provide vision-driven hope and encouragement for opportunities at varying levels of involvement in community-based activities (e.g., work, school, relationships, physical activity, self-directed hobbies, etc.). Identify barriers (internal and external) to full participation in community resources and developing strategies to overcome those barriers.
6. Develop relationships with community groups/agencies in partnership with others in the agency.
7. Maintain contact with recovering person after program discharge to ensure their ongoing success and to provide re-engagement support in partnership with others in the agency if needed. Provide long-term engagement, support, and encouragement.
8. Assist in the provision of services related to crisis mitigation, response and recovery.
9. Develop, implement, and promote ongoing community training opportunities.
10. Attend supervisory, staff development, in-service and other meetings as required.
11. Maintain electronic charts in a manner that is organized and, at a minimum, have an 80% compliance rate after standard department chart audit.
12. Other duties as directed by Manager, Division Director, Administrator or designee.

QUALIFICATIONS/EDUCATION & EXPERIENCE

1. High School diploma or equivalent.
2. Completion of approved mental health training program (as defined by Manager)
3. Prefer at least two (2) years' experience working in social service setting with applicable population.

CERTIFICATES, LICENSES, REGISTRATIONS

1. Prefer IL credentials of Certified Recovery Support Specialist (CRSS) or Certified Peer Recovery Support Specialist (CPRS) credentialed professional.

MINIMUM REQUIREMENTS

1. Requires the ability to display a positive, cooperative, professional and team orientated attitude.
2. Ability to establish and maintain working relationships with supervisor, co-workers, county, state and other officials and the general public.
3. Experience working with children, adolescents, or adults with identified behavioral health conditions
4. Required to complete and maintain certification in IM-CANS (through IL HFS)
5. A valid driver's license and proof of auto insurance.

EMERGENCY RESPONSE

In times of a public health emergency, employees may be required to report for specialized assigned duties inside or outside of Grundy County. On occasion an employee must be willing to work an extended and/or flexible schedule and may be required to be available by phone and/or pager. An employee may be called upon to report to work at any time in response to an emergency and perform emergency response, as required.

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions. Must be able to lift up to 20lbs While performing the duties of this job, the employee is frequently required to sit. The employee is occasionally required to stand; walk; use hands to finger, handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl; talk or hear; and taste or smell. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

TO APPLY: Candidates must meet the minimum requirements of the position in order to be considered.

Send resume and salary requirements to HR@grundyco.org with "Recovery Support Specialist" in the subject line or mail to Grundy County Administration, Attn: HR 1320 Union Street, Morris, IL 60450.

No phone calls please.

Grundy County is an Equal Opportunity Employer and will give consideration to all qualified applicants for employment without regard to race, color, religion, national origin, ancestry, age, sex, marital status, order of protection status, disability, marital status, sexual orientation, pregnancy, or unfavorable discharge from military service as those terms are defined in Section 1-103 of the Illinois Human Rights Act (775 ILCS 5/1-103).