

**MENTAL HEALTH ASSOCIATION OF ORANGE COUNTY  
JOB DESCRIPTION**

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**TITLE: REHABILITATION WORKER**

**SUMMARY:**

Under the direction of the Program Director the Rehabilitation Worker is responsible for supporting the successful implementation of a variety of activities at the activity center.

**REPORTING RELATIONSHIPS:**

This position reports to the Program Director.

**STATUS:** Part-time, Non-exempt

**DUTIES AND RESPONSIBILITIES:**

**Essential:**

1. Create a positive atmosphere of acceptance for members.
2. Provide support to activity center members by assisting them with assigned tasks as needed.
3. Facilitate individual and group supportive services
4. Provide crisis intervention as needed.
5. Provide socialization support (including transportation) during the activity center activities and events.
6. Meet with Recovery Coordinator and other staff as necessary.
7. Attend weekly staff meetings, weekly community meetings, and any other meeting as required by Recovery Coordinator when possible.

**Secondary:**

8. Attend training events as appropriate.
9. Perform other duties as required or assigned.

**Physical Demands:**

1. The person in this position needs to occasionally move about inside the clubhouse to access files, copy machine, fax machine, etc.
2. Constantly answers the phone and occasionally operate a computer and copy machine, fax machine and computer printer.
3. The person in this position frequently communicates with clubhouse members who have inquiries about the program. Must be able to exchange accurate information in these situations.
4. Needs to be able to lift at least 20 lbs. (i.e. a box of computer paper).

**QUALIFICATIONS:**

1. Certification in completing paraprofessional course or equivalent training.
2. Must have one year of experience in working in mental health setting along with first-hand knowledge of mental illness and the public mental health system.
3. Able to read, speak, write, and understand English.
4. Able to build rapport with mental health consumers.
5. Able to support the philosophy and procedures of MHA.
6. Valid driver's license and proof of auto insurance.

*The Mental Health Association of Orange County is an equal opportunity employer. We encourage all qualified individuals to apply for open positions regardless of race, color, religion, sex, sexual orientation, national origin, age, disability, or any other legally protected status.*