

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

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**TITLE: REHABILITATION SPECIALIST**

**SUMMARY:**

Under the direction of the Program Director, the Rehabilitation Specialist provides services to consumers in the areas of general mental health, crisis intervention, case management and medical related services.

**REPORTING RELATIONSHIPS:**

This position reports to the Program Director.

**STATUS:** Full-time, Non-Exempt

**DUTIES AND RESPONSIBILITIES:**

**Essential:**

1. Maintain an ongoing caseload.
2. Assist consumers to identify and meet goals.
3. Link consumers with other appropriate service providers as well as medical related services.
4. Provide individual and group assistance to consumers (therapy, supportive counseling, rehabilitation, and case mgmt)
5. Complete case files and appropriate DMH paperwork as required.
6. Uphold MHA's treatment philosophy and policies.

**Secondary:**

1. Consult with Program Director and other staff as necessary.
2. Attend weekly staff meetings.
3. Participate in training of medical covered services and events as appropriate.
4. Perform related duties as assigned and/or required.

**QUALIFICATIONS:**

1. Bachelor's degree in social work or related behavioral science, and four years' experience in providing service to persons with mental illness.
2. An understanding of serious mental illness.
3. Agreement with and adherence to the principles of psychosocial rehabilitation.
4. One year previous social work experience.
5. Able to read, write, and understand English and preferably Vietnamese.
6. Able to relate to persons with diverse cultural backgrounds.

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**Physical Demands:**

1. Sit/Stand: Stationary position at least 90% of the time
2. Move: Occasionally move about the inside of the office to access file cabinets, office machinery, etc.
3. Operate: Constantly operate a computer and other office productivity machines, such as a calculator, copy machine, and computer printer.
4. Communicate: Frequently communicates with clients and staff who has inquires; must be able to exchange accurate information in these situations.
5. Ability to lift up to 20 pounds.
6. Occasionally transport clients in personal vehicle.

*Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.*

*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.*