



Coastal Plains

Community MHMR Center

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200 Marriott Drive
P.O. Box 1336
Portland, Texas 78374
www.cpmhmr.org

Bulletin 500

Job Openings March 12, 2010 – March 19, 2010

Applications Accepted: Mon.-Thur., 8:00am-5pm and Fri. 8:00am-4:00pm. Applicants **MUST** show their **ORIGINAL** Social Security card and **CURRENT** Texas driver's license and submit a completed **ORIGINAL** job application to be considered for employment. Applications must be received by 4:00pm on the closing date at 200 Marriott Dr., Portland, Texas 78374 to be eligible for consideration. Resumes **NOT ACCEPTED** in lieu of an application.

We are an Equal Opportunity/ADA/Affirmative Action Employer

Requirements:

Every person hired at Coastal Plains Community MHMR Center is considered an employee of the Center regardless of who made the offer of employment. Employment assignments may change due to budgetary, disciplinary, or administrative reasons. All changes in employment assignments will be handled in accordance with laws prohibiting any form of discrimination. All positions require the ability to work flexible hours and days as needed.

Positions requiring specific academic achievement and/or specific course attainment will require you to attach a copy of a transcript, certification and/or License to your application. All other positions will require verification of high school diploma or GED.

As per the Immigration Reform and Control Act of 1986 (§1200) all applicants for employment are required to provide documents that provide proof of employment authorization and identity. (Social Security Card & Driver's License, alternate documents as per regulations).

Criminal convictions involving personal injury, threat to another person, drug related offenses, etc., may make you ineligible for employment at Coastal Plains Community MHMR Center. Names of prospective employees are cleared through the Texas Department of Public Safety to determine the existence of such records. Falsification of the application for employment is grounds for dismissal, if employed.

For positions that require travel/driving, applicants must maintain a class "C" driver's license with a favorable driving record as evidenced by DPS Moving Violation report.

Coastal Plains Community MHMR Center is a DRUG FREE WORKPLACE. Effective August 1, 1996, before employment, all applicants are given a "conditional" offer of employment and will be required to take and pass a drug test. Physical assessment tests will be required for certain positions.

Effective July 1, 2002, all applicants for employment will be notified that prior to an offer of employment, they will be screened for previous confirmation of a class I confirmed incident or incidents of abuse or neglect against a consumer or consumers. Applicants with a confirmed history of abuse or neglect will not be considered for employment.

Coastal Plains Community MHMR Center is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, age, citizenship status or special disabled veteran's status. Veterans Preference Applicable. Coastal Plains MHMR provides TTY services through Relay Texas. The State of Texas is an At Will State. Accordingly, Coastal Plains is an At Will Employer. Both the employee and the center may terminate the employment relationship at anytime with or without cause.

Case Manager I, II, III
Taft MH
M-F 8-5
\$2372.00-3043.00 Monthly
Closing: March 19, 2010
Posting: # 560



APPLICANT QUALIFICATIONS

GENERAL DESCRIPTION:

Provides aggressive interventions and frequent in-person contact with individuals and their families, by providing on-going Rehabilitative and Case management services for children and adults with mental health diagnosis. Case Management services consists of gaining access to medical, social, educational and other unmet needs. Provides Rehabilitative services that focus on positive outcomes with reduction in symptoms, increase in level of functioning and maximum mental health improvements. Work is community and site based. The job requires city travel for community-based services and provision of flexible schedule. Will report to the Clinic Director.

MINIMUM QUALIFICATIONS:

A Bachelor's Degree from an accredited college or university with a major in Social, Behavioral, or Human Services. Salary is commensurate with education and experience per Coastal Plains Career Ladder. Class "C" Operators license with evidence of a good driving record.

PREFERRED REQUIREMENTS:

- 1. Minimum proficiency with computer software as demonstrated by knowledge of programs and performance exam**
- 2. Bilingual English/Spanish (as demonstrated in oral and written interview)**
- 3. Lives within service area**
- 4. Experience teaching or training others to perform complex task as demonstrated by previous work experience, practicum experience or life experience**
- 5. Ability to learn new concepts and skills as demonstrated by GPA on submitted transcripts**
- 6. Demonstrated ability to thrive in productivity driven environment**
- 7. Permanency of employment**