

Position Title:	Mental Health/Substance Abuse Clinician	
Full-time:	35 hours/week, work hours vary	
Reports to:	Chief of Police, or designee	

Position Summary:

The Mental Health/Substance Abuse Clinician provides strategic support to the community, North Reading Police Department, town human services departments and Community Impact Team in the areas of substance abuse and mental health. This position is charged with developing, collaborating, and implementing programs to increase community access to help.

Description of duties and responsibilities shall consist of, but not be limited to the following:

1. Increase access to inpatient and outpatient treatment options and resources
2. Develop proactive outreach programs for substance users and families
3. Develop substance use diversion program in partnership with DFC Grant Director and School Resource Officer
4. Provide on-going community-based support and consultation to individuals and families
5. Coordinate parent/caregiver support and education groups
6. Host and participate in community-wide educational events
7. Develop mental health and substance use related referral form for officers
8. Provide support for officers on managing mental health situations and crises
9. Follow up with client post-police response
10. Respond to active incidents at the request of police
11. Provide assessment and intake of clients
12. Coordinate with DFC Grant Director to develop and offer age-appropriate youth prevention programs
13. Provide referral services for youth when a member of their family has been involved in substance use
14. Maintains data collection related to position including (but not limited to) amount of referrals, responses, outcomes, and other relevant measures
15. Serves as a representative on the Youth Substance Use Prevention Coalition
16. Provides reports to the Community Impact Team, Board of Selectmen, and Town Meeting as needed
17. Implements plan for dissemination of information to the community and stakeholders
18. Uncovers, develops and manages grant and funding opportunities
19. Provide in-home visits to clients as needed
20. Work with other local, state and federal agencies to coordinate a system of care and best practices

Qualifications for position: Graduate of a college or university with a degree in public health, social work, education, mental health, health administration or related field; Graduate degree, Licensed Social Worker certificate or clinical practice preferred.

Supervisory requirements: None

Skills, knowledge and prior experience required:

1. Thorough knowledge of evidence-based intervention and treatment strategies.
2. Multi-tasking skills
3. Experience developing programs and/or reporting systems
4. Ability to work with multiple teams and departments as well as independently
5. Basic knowledge of evidence-based prevention strategies
6. Knowledge of mental health disorders including substance use disorders, PTSD and hoarding
7. Excellent verbal and written communication skills, including public speaking|
8. Proficiency in Microsoft Office programs

Travel and other conditions or requirements:

1. Travel to meetings, conferences and trainings within the Town of North Reading and state.
2. Reliable transportation for instate travel
3. In-home visits as needed

PHYSICAL ACTIVITY REQUIREMENTS**Primary Physical Requirements:**

LIFT up to 10 lbs.:	Frequently required
LIFT 11 to 25 lbs.:	Frequently required
LIFT 26 to 50 lbs.:	Frequently required
LIFT over 50 lbs.:	Rarely required

CARRY up to 10 lbs.:	Frequently required
CARRY 11 to 25 lbs.:	Frequently required
CARRY 26 to 50 lbs.:	Rarely required
CARRY over 50 lbs.:	Rarely required

REACH above shoulder height:	Frequently required
REACH at shoulder height:	Frequently required
REACH below shoulder height:	Frequently required

PUSH/PULL:	Frequently required
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Other Physical Considerations:

Twisting:	Frequently required
Bending:	Frequently required
Crawling:	Frequently required
Squatting:	Frequently required
Kneeling:	Frequently required
Crouching:	Frequently required
Climbing:	Rarely required
Balancing:	Frequently required

WORK SURFACES (S): Standard office desk and chair; computer work station; tile, carpet, cement floor; table; service counter.

HAND MANIPULATION:

Grasping:	Frequently required
Handling:	Frequently required
Torqueing:	Frequently required
Fingering:	Frequently required

Controls and Equipment: Tools and equipment normally associated with office work telephone; cell phone; calculator; copy/ fax machines.

DURING AN 8-HOUR DAY, EMPLOYEE IS REQUIRED TO:

Consecutive Hours:

Sit:	1 2 <u>3</u> 4 5 6 7 8
Stand:	<u>1</u> 2 3 4 5 6 7 8
Walk:	<u>1</u> 2 3 4 5 6 7 8

Total Hours:

Sit:	1 2 3 4 <u>5</u> 6 7 8
Stand:	<u>1</u> 2 3 4 5 6 7 8
Walk:	<u>1</u> 2 3 4 5 6 7 8

COGNITIVE AND SENSORY REQUIREMENTS:

Talking:	Necessary for communicating with others.
Hearing:	Necessary for receiving instructions and queries.
Sight:	Necessary for doing job effectively and correctly.
Smelling:	Rarely required.

Salary Commensurate with experience; FY19 budgeted salary \$75,000.