



Mental Health Connecticut is a statewide not-for-profit agency that provides direct services to adults with severe and persistent mental illness, presents workshops about mental health, and mounts reform efforts to help shape state policies and laws.

MHC has an immediate full-time opening (Monday-Friday: 9am-5pm) for a Shelter Plus Care Support Specialist within the Torrington area. This position will assist the Team Leader in working with the service system to identify and address housing needs while providing direct service case management.

Reports to: Coordinated Access Network Team Leader

Shelter Plus Care Support Specialist responsibilities include:

- Provide direct service case management to individuals experiencing chronic homelessness and other co-occurring disabilities.
- Design, deliver, and document Individual Recovery Plans (IRPs) or Individual Plans (IPs) to adult individuals in recovery experiencing chronic mental illness and/or developmental disabilities and co-occurring disorders and homelessness including but not limited to teaching Activities of Daily Living (ADLs) skills and basic life skills needed to maintain a clean and orderly environment by working directly with individuals in recovery in their residences.
- Assist the Team Leader in all Shelter Plus Care duties including homeless outreach, screening and committee work as well as participating at the Gathering Place and coordinated Access meetings.
- Assist the Team Leader in ensuring the timely and accurate documentation of client files and data entry for funding sources, including inputting information into the database (HMIS).
- Assist the Team Leader in the CARF accreditation process and annual Shelter Plus Care site review.
- Organize and facilitate psycho-educational groups.
- Identify and refer individuals to appropriate community supports and resources advocating for and supporting individual centered preferences.
- Monitor the safety of individuals in recovery in their residences through proper supervision of the sites ensuring the maintenance of safe and healthy facilities. May include conducting rounds/check-ins with housed clients.
- Complete and utilize specialized PSRB training as applicable.
- Attend and participate in regularly scheduled staff meetings, trainings and conferences as directed. Receive feedback during regularly scheduled supervision meetings and ongoing supervision meetings as needed.
- Input client data into database on a monthly basis.
- Participate in the orientation of new staff.
- Ability to provide effective and comprehensive communication.
- Willing and able to drive a personal vehicle locally and within the state. May be required to transport individuals in personal vehicle.

Education and/or Experience:

- Bachelor's Degree in a social science and/or Recovery Support Specialist preferred.
- Knowledge and one-year of experience with housing (HUD) regulations and /or the permanent supported housing program.
- Three years related experience may be substituted for educational requirement.



Certificates, Licenses, Registrations: Valid CT driver's license, auto insurance and registration.

If interested in any of these opportunities, please forward cover letter, with salary requirements and shift preference, and resume to:

MHC Human Resources
61 South Main Street
West Hartford, CT 06107
Fax: 860-529-6833
hr@mhconn.org

No Phone Calls Please
EOE

