



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 two immediate full-time (Monday-Friday; 9am-5pm) openings for a Residential Counselor within the Bridgeport area. This position will be responsible for documenting and delivering direct services, including Medicaid reimbursable services if applicable, to adult persons in recovery from chronic mental illness and other co-occurring disorders as outlined in their Individual Recovery Plans to improve their quality of life and maintain the highest possible ability to function in the community.

Salary: \$15.00 per hour. MHC offers a competitive benefits package which includes:

- Medical (Current employee coverage 80% paid for by MHC)
- Dental
- Voluntary Vision & Short Term Disability insurance
- Long Term Disability insurance fully paid for by MHC
- 403b Retirement Plan (company match is \$.50 for every dollar contributed, up to 6%)
- Paid time off (11 Paid holidays, vacation time, personal time, floating holiday time, sick time)

Reports to: Program Manager

The Residential Counselor responsibilities include, but are not limited to:

- Design, deliver and document Individualized Recovery Plans (IRPs) to adult persons in recovery experiencing chronic mental illnesses and co-occurring disorders including but not limited to teaching Activities of Daily Living (ADL) skills and basic life skills needed to maintain a clean and orderly environment by working directly with persons in recovery in their residences.
- Link and refer to appropriate community supports and resources advocating for and supporting person centered preferences.
- Monitor and document the self-administration of medications. Perform medication runs.
- Ensure safety of clients in their residence through proper supervision of the site including but not limited to being cognizant of any treatment issues. This may specifically mean conducting rounds or on site check-ins with housed clients.
- Develop and maintain confidential charts through accurate and timely documentation of daily progress, behaviors, unusual incidents or emergency events. Communicate immediate concerns with supervisory staff.
- Maintain cordial relations with DMHAS and other community agencies.
- Willing and able to drive a personally owned vehicle locally and within the state.
- Provide emergency coverage when necessary. May be required to remain on site until relieved on occasion.

Other Skills and Qualifications:

- Knowledge of housing and treatment needs of people who have mental illness; ability to develop and maintain cooperative, professional relationships with clients, other staff, and community agencies; ability to work within a team environment; ability to perceive problems and initiate timely corrective actions. Ability to learn current office and business software such as Microsoft Word, Outlook and SharePoint.

Education and/or Experience: Bachelor's Degree in psychology, social science or related field or equivalent experience.

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 resume to:

MHC Human Resources  
61 South Main Street  
West Hartford, CT 06107  
Fax: 860-760-6971  
[hr@mhconn.org](mailto:hr@mhconn.org)

No Phone Calls Please  
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