

PEOPLES OAKLAND JOB DESCRIPTION

TITLE: **Psychiatric Rehabilitation Specialist I**
SCHEDULE: Full-time. 8:30am - 4:00pm. Some evening and weekend work necessary.
PROGRAM: Psychiatric Rehabilitation Program & Social Rehabilitation Program
SUPERVISOR: Associate Director/ Psychiatric Rehabilitation Specialists

QUALIFICATIONS:

1. Educational requirements:
Bachelor's degree in social service field with one year or more of related experience
Certified Psychiatric Rehabilitation Practitioner (CPRP)
2. Advanced understanding of recovery principles, mental illness, and its effects on adults. Experience working with adults with mental illness preferred.
3. Knowledge of recovery process, case management, and service planning principles and concepts. Experience providing individual and group counseling preferred.
4. Excellent interpersonal skills.
5. Strong verbal and written communication skills.
6. Valid Drivers License and Vehicle. Clear driving record.
7. A sincere interest in helping people with mental illnesses live and work within their home and community.

AREAS OF RESPONSIBILITY:

1. Planning and implementation of consumer driven recovery-based rehabilitation services and supports offered by Peoples Oakland.
2. Work with caseload of consumers to assess need for skills or resources in domains of living, learning, working, social, and wellness. Develop individual rehabilitation goals for psychiatric rehabilitation.
3. Coordinate services with other staff, outside treatment team members, and other community support resources.
4. Provide timely and accurate documentation of services performed.

SPECIFIC DUTIES:

1. Provide Psychiatric Rehabilitation Services (PRS)
2. Provide consumer driven, functional, individual assessments to PRS caseload.
3. Develop individual rehabilitation plans with PRS caseload
4. Comply with all documentation standards set by PA code 5230 and additional Peoples

Oakland Standards for PRS caseload.

5. Closely coordinate services with other Peoples Oakland staff members and with case management and treatment teams of community mental health centers, residential programs and other agencies working to maintain continuity of care. Provide mental health advocacy as needed.
6. Facilitate social rehabilitation activities including community outings, social group activities, and drop in coverage.
7. Assist with the identification and development of volunteer opportunities within the agency and community.
8. Provide outreach efforts to new members and members who may be socially isolated or withdrawn.
9. Assist members in accessing community supports and resources based on individual needs.
10. Perform daily, weekly, and monthly documentation of information as required
11. Participate in professional development opportunities as approved by supervisor
12. Assist in daily operations of the community center including but not limited to:
 - i. Preparing and serving member meals
 - ii. Facility Upkeep
 - iii. Shopping for program needs
13. Develop and provide social recreational activities both within Peoples Oakland and in the community
14. Supervise and manage student interns in orientation, training, scheduling, and productivity, both directly and indirectly.
15. Other duties as assigned by supervisor.