



A Community Mental Health / Developmental Disabilities/ Addictive Diseases Program

Part – Time Social Services Tech II

Job Information

Job Type: Part - Time

State Pay Grade: \$12.00 hourly

Program: Generation Next

Location: Muscogee County

Posting Date: 01/30/2020

Application Deadline: **Open Until Filled**

Position Open to: All qualified applicants

***ENTRY SALARY may be adjusted depending upon the selected candidate's qualifications and agency budget considerations. ***

Submit Completed State of Georgia application to Recruiter:

New Horizons Behavioral Health
1215 2nd Ave
Columbus, Georgia 31901

Fax: (706) 317-5004

Email: jobs@nhbh.org

Website: www.nhbh.org

Job Description

Under general supervision, performs social services functions at an advanced level to consumers and their families. Responsibilities include Case Management, Outreach, Groups, Group Notes/Documentation, Training, and Transportation Monitoring. Working with Adults and Children. Monday – Friday, including one Sat a month. Hours 1:30 pm to 6:30 pm

Minimum Qualifications:

Three to Five years' experience **or** Completion of a Bachelor's Degree in one of the following fields: social work, psychology, mental health, nursing, education, sociology, criminal justice, counseling, rehabilitation counseling, guidance counseling, **or** a related discipline and one year of full-time experience as a Social Services Technician. Must have BS in above named fields to be MHC eligible (Mental Health Clinician)

Preferred Qualifications:

A Bachelors Degree and experience in working with individuals with mental disorders and/or addictive diseases is preferred.

The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

New Horizons Community Service Board does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its program or activities. An applicant who has a disability which requires special accommodations should contact this office.

NOTE: APPLICATIONS WILL BE SCREENED AT THE PREFERRED LEVEL.

Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. We are also unable to contact applicants who are not selected for a position. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by Human Resources to continue the hiring process.

This position is subject to close at any time once a satisfactory applicant pool has been identified.