

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATIONS

MENTAL HEALTH SPECIALIST III

POSITION CODE: 26926

Effective: 06/01/2015

DISTINGUISHING FEATURES OF WORK:

Under general direction, exercises a high level of skill by providing guidance and assistance to lower level Mental Health Specialists in the formulation and implementation of treatment, development and/or rehabilitation programs for persons with mental illness or intellectual disabilities; assumes responsibility for carrying out a portion of an institution's staff training and development program; acts as a staff assistant to a major program or unit administrator.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Serves as a skilled consultant to lower level Mental Health Specialists by advising them in the formulation of treatment and development programs for persons with mental illness or intellectual disabilities; consults with treatment team members and assists them with problems arising out of rehabilitation services, the development of aftercare plans and community linkage.
2. Directs and participates in individual and group therapy programs; observes recipients' response to programs and makes recommendations to supervisor and Mental Health Specialists regarding the need for modifying recipients' programs.
3. Assists in the development of formal and on-the-job training programs for institution staff; may carry out a portion of an institution's training and development program; makes recommendations regarding training needs, staffing requirements and personnel evaluations.
4. Acts as a staff assistant to a major program or unit administrator; assists in the management of the program and coordinates the activities with other institution functions.
5. Acts as a consultant to community groups by working closely with community leaders in coordinating community needs and services with the facility, and in the development of prevention, control and aftercare programs; speaks to community groups to encourage an interest in the development of community Mental Health services.

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6. Directs the preparation of information and data for research and evaluation of programs.
7. Assists in the development of unit and program policies and procedures; participates in program and unit meetings.
8. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to (1) a master's degree in one of the behavioral sciences, one year of experience in or applicable to the provision of therapeutic services and successful completion of a comprehensive training program at the Mental Health Specialist Trainee level or (2) two years of professional experience in, or applicable to, the provision of therapeutic patient services for persons with mental illness or intellectual disabilities and successful completion of an approved training program.

Knowledge, Skills and Abilities

Requires thorough knowledge of the causes, nature and treatment of mental illness or intellectual disabilities and therapeutic techniques, conceptual framework and techniques and the concepts and principles of behavioral science employed in the provision of therapeutic patient services.

Requires thorough knowledge of Human Services rules and established patient treatment and development programs.

Requires ability to apply a wide variety of therapeutic and human relations skills necessary for directing and participating in the assessment and evaluation of patient needs and the planning, formulation and implementation and evaluation of therapeutic and rehabilitative patient programs.

Requires ability to assume responsibility for a portion of an institution's staff training and development program.