**Recovery Treatment Worker I Job Description**

The Recovery from Addictions Program (RAP) operated by the Department of Mental Health (DMH) is seeking dedicated and compassionate individuals who are passionate about making a difference in the lives of persons with substance addiction and to encourage/motivate individuals in their recovery to work towards treatment goals. Selected candidates are considered competent paraprofessionals, who perform work under guidance with a framework of defined procedures, policies and standards.  This position will work with, and assist professional staff in providing day-to-day direct care to individuals who suffer with drug and alcohol substance issues.

The Recovery Treatment Worker will teach and assist clients in performing activities of daily living (ADL) functions, implement and execute behavioral programs, and work with clients on an individual or small group basis.

**Candidates Please Note**: This is an open and continuous posting for full time positions (40 hours/wk) on multiple shifts.

*We are eager to announce the expansion of RAP over the next 2-3 months with the anticipation of onboarding approximately 100+ clinical, non-clinical, facility and other program related staff beginning March/April 2021 with continued hiring through June/July 2021. Your understanding is greatly appreciated as we review all applications and begin stages of interviews.*

***Duties and Responsibilities (these duties are a general summary and not all inclusive):***

* Provides a safe environment for all clients by monitoring activity to promote optimal stabilization and rehabilitation.
* Assists clients as needed with ADL and rehabilitates aspects of care to help ensure the health, comfort and safety needs of clients are being met.
* Monitors and provides emergency medical care and daily medical treatments to medically compromised clients.
* Communicates clients’ progress or regress by verbally reporting to the supervisor or designee.
* Participates in client’s treatment plan and nursing care plan meetings to ensure continuance of client care.
* Demonstrates knowledge of techniques related to the use of restraint and seclusion; including restraint and seclusion reduction principles comprising skills related to prevention, de-escalation, and debriefing.
* Conducts and/or participates in clients’ admissions, discharges, transfers, and orientation to the unit as necessary and in accordance with program protocols.
* Provides a safe unit environment by accurately performing client safety checks, signing patients on and off the unit, observing/monitoring assigned areas and conducting searches in accordance with program standards and DMH policy.
* Accompanies patients to various appointments, programs, and treatment areas and assists professional or medical staff as needed.

***Required Qualifications:***

* Minimum of one (1) year experience working with clients with primary substance use disorders.
* Demonstrated understanding of boundaries and ethics.
* Skilled in the ability to follow oral and written instructions/directions.
* Ability to exercise discretion in handling confidential information.
* Capacity to interact with people who are under physical and/or emotional stress.
* Aptitude in the use of a computer to type, perform basic computer skills, procedures, and guidelines.
* Skilled in making decisions and responding quickly in emergency and/or dangerous situations while remaining calm.
* Talent for establishing and maintaining harmonious working relationships and dealing tactfully with others.

***Preferred Qualifications:***

* Ability to demonstrate a positive, non-judgmental, and accepting attitude toward individuals with substance use disorder.
* Self-motivated with strong organizational skills and superior attention to detail.
* Given the population served, bilingual or multilingual fluency.

***About the Recovery from Addictions Program (RAP):***

The Department of Mental Health (DMH) in collaboration with the Department of Public Health (DPH) Bureau of Substance Addiction Services operates a statewide Recovery from Addictions Program (RAP) for individuals civilly committed by the courts for substance use treatment for up to 90 days (“Section 35 commitment”).

The program model will provide acute detoxification and early clinical stabilization services as we help clients develop community-based linkages to outpatient supports and substance use disorder treatment providers. The individuals treated within this program will be linked upon discharge to a range of services within the DPH continuum of care for substance use conditions. RAP provides administrative, medical, clinical and non-clinical services. Its mission to provide quality client-centered care and recovery oriented treatment.

***DMH Mission Statement:***

The Department of Mental Health assures and provides access to services and supports to meet the mental health needs of individuals of all ages, enabling them to live, work and participate in their communities. The Department establishes standards to ensure effective and culturally competent care to promote recovery. The Department sets policy, promotes self-determination, protects human rights and supports mental health training and research.

***Total Compensation:***

As an employee of the Commonwealth of Massachusetts you are offered a great career opportunity influencing a wide-spectrum of services to the diverse populations we serve - but it's more than a paycheck. The State's total compensation package features an outstanding set of employee benefits which you should consider towards your overall compensation, including:

* 75% state paid medical insurance premium
* Reasonable Dental and Vision Plans
* Flexible Spending Account and Dependent Care Assistance programs
* Low cost basic and optional life insurance
* Retirement Savings: State Employees' Pension and a Deferred Compensation 457(b) plan
* 11 paid holidays per year and competitive Sick, Vacation and Personal Time
* Tuition benefit for employee and spouse at state colleges and universities
* Short-Term Disability and Extended Illness program participation options
* Incentive-based Wellness Programs
* Professional Development and Continuing Education opportunities
* Qualified Employer for Public Service Student Loan Forgiveness Program

***Pre-Hire Process:***

A criminal background check will be completed on the recommended candidate as required by the regulations set forth by the Executive Office of Health and Human Services prior to the candidate being hired. For more information, please visit <http://www.mass.gov/hhs/cori>

Education, licensure and certifications will be verified in accordance with the Human Resources Division’s Hiring Guidelines.

Education and license/certification information provided by the selected candidate(s) is subject to the Massachusetts Public Records Law and may be published on the Commonwealth’s website.

For questions regarding this requisition, please contact Executive Office of Health and Human Services Human Resources at 1-800-510-4122 Ext. #2.

**Qualifications - External**

**First consideration will be given to those applicants that apply within the first 14 days.**

MINIMUM ENTRANCE REQUIREMENTS:

Applicants must have (A) at least two (2) years of full-time or equivalent part-time experience providing direct care services in a human service related field (e.g. substance use disorders, mental health, or developmental or physical disability), of which (B) at least one (1) year must be specifically working with a substance use disorder population; or (C) any equivalent combination of the required experience and the substitution below.

Substitutions:

I. An Associate's degree or higher with a major in substance use disorder, psychology, human services, or mental health may be substituted for one year of the required (A) experience.

**An Equal Opportunity / Affirmative Action Employer.  Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply**