Community Support Services (CSS), a leader in behavioral healthcare for adults living with severe and persistent mental illnesses and is in search of a **Supported Employment Specialist**. This position carries out the services of the Supported Employment Program by assisting consumers to obtain and maintain employment that is consistent with their strengths, needs, abilities, and preferences and IPS SE principles. These services are consistent with the standard practices of CSS and Medicaid guidelines.

**Essential Functions:**

Engages clients and establishes trusting, collaborative relationships directed toward the goal of competitive employment in integrated community settings.

Supports clients in understanding information about their benefits (e.g., SSI, Medicaid, etc.) and how they will be affected by employment in order for them to make good decisions about employment opportunities. Helps clients to access benefits counseling when making decisions about changes in work hours and pay.

Assesses clients vocational functioning on an ongoing basis utilizing background information and work experiences. Develops resume with the client and other treatment team providers and updates it as needed.

Discusses client’s preference for disclosure of psychiatric status to employers, including possible costs and benefits and specific information to be disclosed. Provides assistance with the job search regardless of client’s preferences regarding disclosure (i.e., support without employer contact when client chooses not to disclose).

Spends 65% of time in the community developing employer relationships, conducting job development and job search activities with individuals, making at least five employer contacts each week, directed toward positions that are individualized to the interests and uniqueness of the people on his/her caseload, following the principles and procedures of Supported Employment.

Provides job coaching services to clients as necessary via direct skill teaching and modeling to aid in development of competitive work skills.

Provides individualized follow-along supports to assist clients in maintaining employment. Provides frequent face-to-face supports during the first month of a new job and at least monthly after working steadily, and as desired by clients.

Provides education and support to employers as agreed upon by clients, which may include negotiating job accommodations and follow along contact with the employer.

Provides outreach services as necessary to clients when they appear to disengage from the service.

Assure ongoing communication and coordination of services with other service providers working with the individual including attending team meetings and staffings.

**QUALIFICATIONS**

**Education:** Bachelor’s degree, or equivalent experience, in mental health social services, or business.

**Experience:** Experience working with people with severe mental illness, experience providing employment services, and knowledge of the work world are preferred.

**Requirements:** Ability to work as an effective team player is essential. A car and valid Ohio driver's license and insurability through the agency's insurance carrier.

**EOE/M/F/Vet/Disability**

Please send your resume and wage history/requirements to: jobs@cssbh.org