

**MENTAL HEALTH ASSOCIATION OF ORANGE COUNTY  
JOB DESCRIPTION**

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**TITLE: REHABILITATION WORKER**

**SUMMARY:**

Under the direction of the Program Director, the Rehabilitation Worker is responsible for supporting the successful implementation of a variety of activities at the clubhouse attached to the clinic.

**REPORTING RELATIONSHIPS:**

This position reports to the Program Director.

**STATUS:** Part-time, Non-exempt

**DUTIES AND RESPONSIBILITIES:**

**Essential:**

1. Create a positive atmosphere of acceptance for members.
2. Provide support to activity center members by assisting them with assigned tasks as needed.
3. Facilitate individual and group supportive services.
4. Provide crisis intervention as needed.
5. Provide socialization support (including transportation) during the clubhouse center activities and events.
6. Meet with Program Director and other staff as necessary.
7. Attend weekly staff meetings, weekly community meetings, and any other meeting as required by the Program Director when possible.

**Secondary:**

8. Attend training events as appropriate.
9. Perform other duties as required or assigned.

**Physical Demands:**

1. Occasionally move about inside the clubhouse to access files, copy machine, fax machine, etc.
2. Constantly answers the phone and occasionally operate a computer, copy machine, fax machine and computer printer.
3. Frequently communicates with clubhouse members who have inquiries about the program. Must be able to exchange accurate information in these situations.
4. Needs to be able to lift at least 20 lbs. (i.e. a box of computer paper).

**QUALIFICATIONS:**

1. Certification in completing paraprofessional course or equivalent training.
2. Must have one year of experience in working in mental health setting along with first-hand knowledge of mental illness and the public mental health system.
3. Able to read, speak, write, and understand English.
4. Able to build rapport with mental health consumers.
5. Able to support the philosophy and procedures of MHA.
6. Valid driver's license and proof of auto insurance.

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*Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.*

*The Mental Health Association of Orange County is an equal opportunity employer. We encourage all qualified individuals to apply for open positions regardless of race, color, religion, sex, sexual orientation, national origin, age, disability, or any other legally protected status.*