

## **BEHAVIORAL HEALTH AIDE**

### **DEFINITION**

Under supervision of mental health professionals, assists behavioral health clients in their ability to maintain and improve their level of functioning; provides peer counseling to clients; performs related work as assigned.

### **DISTINGUISHING CHARACTERISTICS**

This class provides assistance to behavioral health professionals by performing peer counseling and guidance to consumers of behavioral health services, including providing instruction in parenting and household management skills, identifying the needs of clients, using community resources, assisting clients with immediate problems and client advocacy.

### **REPORTS TO**

Mental Health Director or Mental Health Therapist III.

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

None.

### **EXAMPLES OF DUTIES**

Provides advocacy for individuals receiving behavioral health services; assist clients in enrolling in social service benefits such as Social Security (SSI), Medi-Cal, General Assistance and medical care and coverage (CMSP); provides direct training and counseling to mentally ill and substance abuse clients in parenting and household management skills; instructs clients in nutritional meal preparation, budgeting and household care; participates as a member of the community outreach team, and engages clients in enrolling in mental health, substance abuse, and social service programs; Provides peer counseling and assistance to a caseload of clients; engages program participants in wellness and recovery activities; assesses participants needs for food, clothing and transportation; helps clients link to other community services; receives and responds to telephone calls from mental health consumers; assists mental health professionals in providing necessary and prescribed services; acts as a liaison between clients and professional staff, and individuals and groups in the community; maintains records of work performed; gathers and prepares social and family history information for use in evaluation of clients.

## **BEHAVIORAL HEALTH AIDE - 2**

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, copiers and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is performed in an office or in the home of a client; occasionally works outside; drives a county vehicle; continuous contact with staff and the public.

### **DESIRABLE QUALIFICATIONS**

Knowledge of:

- How to work effectively with mentally ill, substance abuse patients or persons experiencing life stress.
- Basic community resources useful to clients served.
- Household management and housekeeping methods and techniques.
- Personal care and hygiene methods and standards for adults and children.
- Techniques for communicating with individuals from various ethnic, age and socio-economic groups.
- Basic nutrition and meal planning principles and methods.
- Basic personal money management techniques.
- Basic record-keeping practices.

Ability to:

- Interview others to obtain a variety of information applicable to the provision of behavioral health services.
- Understand and accept differences in human behavior resulting from cultural, economic or other forms of deprivation.
- Effectively instruct mentally disabled and substance abusing adults in parenting and household skills.
- Prepare written reports.
- Recognize and report specific indications of need for behavioral health services.
- Maintain basic records and files.
- Exercise sound independent judgement within established procedural guidelines.
- Establish and maintain effective working relationships with those contacted in the course of the work.

### **BEHAVIORAL HEALTH AIDE - 3**

Training and Experience:

Graduation from High School or receipt of a G.E.D.

Special Requirements:

Some positions may require possession of a valid and current commercial California Driver's License issued by the Department of Motor Vehicles plus proof of insurance. Some positions may require proficient English/Spanish skills.