



# Coastal Plains Community Center

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Portland, Texas 78374  
[www.coastalplainsctr.org](http://www.coastalplainsctr.org)

Bulletin 838

Job April 14, 2017- April 21, 2017

**Applications Accepted:** Mon.-Thur., 8:00am-5pm and Fri. 8:00am-4:00pm. Applicants **MUST** show their **ORIGINAL** Social Security card and **CURRENT** Texas driver's license and submit a completed **ORIGINAL** job application to be considered for employment. Applications must be received by 4:00pm on the closing date at 200 Marriott Dr., Portland, Texas 78374 to be eligible for consideration. Resumes **NOT ACCEPTED** in lieu of an application. **Will not accept faxed applications.**

*We are an Equal Opportunity/ADA/Affirmative Action Employer*

## Requirements:

Every person hired at Coastal Plains Community Center is considered an employee of the Center regardless of who made the offer of employment. Employment assignments may change due to budgetary, disciplinary, or administrative reasons. All changes in employment assignments will be handled in accordance with laws prohibiting any form of discrimination. All positions require the ability to work flexible hours and days as needed.

Positions requiring specific academic achievement and/or specific course attainment will require you to attach a copy of a transcript, certification and/or License to your application. All other positions will require verification of high school diploma or GED.

As per the Immigration Reform and Control Act of 1986 (§1200) all applicants for employment are required to provide documents that provide proof of employment authorization and identity. (Social Security Card, Driver's License, and (or) alternate documents as per regulations).

Criminal convictions involving personal injury, threat to another person, drug related offenses, etc., may make you ineligible for employment at Coastal Plains Community Center. Names of prospective employees are cleared through the Texas Department of Public Safety to determine the existence of such records. Falsification of the application for employment is grounds for dismissal, if employed.

For positions that require travel/driving, applicants must maintain a class "C" driver's license with a favorable driving record as evidenced by DPS Moving Violation report.

Coastal Plains Community Center is a DRUG FREE WORKPLACE. Effective August 1, 1996, before employment, all applicants are given a "conditional" offer of employment and will be required to take and pass a drug test. Physical assessment tests will be required for certain positions.

Effective July 1, 2002, all applicants for employment will be notified that prior to an offer of employment, they will be screened for previous confirmation of a class I confirmed incident or incidents of abuse or neglect against a consumer or consumers. Applicants with a confirmed history of abuse or neglect will not be considered for employment.

Coastal Plains Community Center is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, age, citizenship status or special disabled veteran's status. Veterans Preference Applicable. Coastal Plains provides TTY services through Relay Texas. The State of Texas is an At Will State. Accordingly, Coastal Plains is an At Will Employer. Both the employee and the center may terminate the employment relationship at anytime with or without cause.

**Beeville Clinic Director**  
**Beeville MH**  
**Monday-Friday 8:00 am-5:00 pm (Flex)**  
**\$3912.00-\$4302.00 Monthly**  
**Closing: April 21, 2017**  
**Posting: #894**



## **APPLICANT QUALIFICATIONS**

### **GENERAL DESCRIPTION:**

The Clinic Director reports to and works under the guidance and supervision of the MH Integrated Services Director. Responsibilities include program development, implementation, monitoring, budgeting, and evaluation of the provision of direct services for the chronically and severely mentally ill of Bee and Live Oak counties. Will carry out (1) local management and administrative activities; (2) supervision and coordination of staff to include monitoring of worker productivity and documentation; (3) delivery of direct services as dictated by consumers benefit package in TRR and Center targets (minimum); and (4) be involved in community education and interagency coordination. The Clinic Director must exercise significant latitude for independent judgment and decision- making.

### **MINIMUM QUALIFICATIONS:**

Any combination of education and experience equivalent to a Bachelor's degree from an accredited college or university with a major appropriate to the requirements of the position, plus Three (3) years of experience in a responsible administrative or managerial position in the administration of a program related to the duties of the position.

### **PREFERRED REQUIREMENTS**

- 1. Demonstrates knowledge of available services in the Beeville and Live Oak counties for clients served.**
- 2. A Master's Degree**
- 3. Management experience working in an outpatient setting.**
- 4. Holds a license as an LPC, LMSW-ACP, licensed psychologist, LMFT.**
- 5. Knowledge of Microsoft office, excel, and computer skills as demonstrated by performance exam.**
- 6. Live within a 30 minute commute from the Beeville clinic.**

Case Manager I,II,III (Youth & Family)  
Taft MH  
Monday-Friday 8am-5pm (Flex)  
\$2472.00-\$3143.00 Monthly  
Closing: April 21, 2017  
Posting: #902



## APPLICANT QUALIFICATIONS

**GENERAL DESCRIPTION:** Works as a member of an integrated treatment team. Staff is responsible for providing rehabilitation, and support services, to youth and family consumers identified with severe and persistent mental illness. Services provided to individuals in authorized service package include Pharmacological management services, and rehabilitation services. Nature of work requires frequent in-person, long-term contact with individuals, family members, and service providers. Job performance requires an automobile, extensive travel, and flexible hours to provide services. Job also requires staff to facilitate skills activities in a group or individual setting to clients served by CPC. Works under the supervision of the Clinic Director or designee. Job requires high level of clinical skill necessary for independent judgement.

### MINIMUM QUALIFICATIONS:

Bachelor's degree from an accredited college or university with a major in social, behavioral health, or human services. Salary is commensurate with education and experience per Coastal Plains career ladder.

### PREFERRED REQUIREMENTS:

1. Knowledge of Microsoft office and basic computer skills
2. Able to communicate orally in Spanish.
3. One year experience in MH case management/rehab skills training.
4. Maintain class "C" license with less than 10 penalty points
5. Lives within a 30 minute commute from the Taft clinic.

Case Manager I,II,III  
Beeville MH  
Monday-Friday 8am-5pm (Flex)  
\$2472.00-\$3143.00 Monthly  
Closing: April 21, 2017  
Posting: #903



## APPLICANT QUALIFICATIONS

**GENERAL DESCRIPTION:** Works as a member of an integrated treatment team. Staff is responsible for providing rehabilitation, and support services, to consumers identified with severe and persistent mental illness. Services provided to individuals in authorized service package include Pharmacological management services, and rehabilitation services. Nature of work requires frequent in-person, long-term contact with individuals, family members, and service providers. Job performance requires an automobile, extensive travel, and flexible hours to provide services. Job also requires staff to facilitate skills activities in a group or individual setting to clients served by CPCPC. Works under the supervision of the Clinic Director or designee. Job requires high level of clinical skill necessary for independent judgement.

### MINIMUM QUALIFICATIONS:

Bachelor's degree from an accredited college or university with a major in social, behavioral health, or human services. Salary is commensurate with education and experience per Coastal Plains career ladder.

### PREFERRED REQUIREMENTS:

1. Knowledge of Microsoft office and basic computer skills
2. Able to communicate orally in Spanish.
3. One year experience in MH case management/rehab skills training.
4. Maintain class "C" license with less than 10 penalty points
5. Live in Bee County.
6. Master's Degree in behavioral health field

Case Manager I,II,III (Adult)  
Taft MH  
Monday-Friday 8am-5pm (Flex)  
\$2472.00-\$3143.00 Monthly  
Closing: April 21, 2017  
Posting: #904



## **APPLICANT QUALIFICATIONS**

**GENERAL DESCRIPTION:** Works as a member of an integrated treatment team. Staff is responsible for providing rehabilitation, and support services, to Adult consumers identified with severe and persistent mental illness. Services provided to individuals in authorized service package include Pharmacological management services, and rehabilitation services. Nature of work requires frequent in-person, long-term contact with individuals, family members, and service providers. Job performance requires an automobile, extensive travel, and flexible hours to provide services. Job also requires staff to facilitate skills activities in a group or individual setting to clients served by CPCC. Works under the supervision of the Clinic Director or designee. Job requires high level of clinical skill necessary for independent judgement.

### **MINIMUM QUALIFICATIONS:**

Bachelor's degree from an accredited college or university with a major in social, behavioral health, or human services. Salary is commensurate with education and experience per Coastal Plains career ladder.

### **PREFERRED REQUIREMENTS:**

1. Knowledge of Microsoft office and basic computer skills
2. Able to communicate orally in Spanish.
3. One year experience in MH case management/rehab skills training.
4. Maintain class "C" license with less than 10 penalty points
5. Lives within a 30 minute commute from the Taft clinic.

Human Services Tech II, III, IV  
Portland Group Home  
Friday 2pm- 6am, Saturday 2pm - 6am and Sunday 2pm-10pm  
\$1690.00-1971.00 Monthly  
Closing: April 21, 2017  
Posting: #905



## **APPLICANT QUALIFICATIONS**

**GENERAL DESCRIPTION:** This position is based in Portland, Texas, at the Coastal Plains group home. Position is primarily responsible for supports and training to individuals with intellectual and developmental disabilities. Position is responsible for implementing training strategies, transporting in van, providing job coaching/ training when necessary, community support services, accompanying individuals to Dr. appointments, and assisting consumers with self-help skills and other activities of daily living. Other job duties include required documentation and complying with all applicable rules and regulations. This position is under the immediate supervision of the group home manager.

### **MINIMUM QUALIFICATIONS:**

1. High School diploma or GED certificate.
2. Must possess Class C operator's license with proof of liability insurance.

### **PREFERRED REQUIREMENTS**

1. Experience working with person's with intellectual disabilities.
2. Work history demonstrating an ability to work under minimal supervision
3. Stable work record demonstrated by longevity with previous employer (two years or longer)
4. Prefer residence within service area.