



MENTAL HEALTH/MENTAL RETARDATION ASSOCIATE 3 TRAINEE

FUNCTIONAL DEFINITION:

This is difficult work in a training nature in the therapeutic care and rehabilitation of the mentally disabled. An employee in this class participates in an approved multi-disciplinary training course designed to develop the knowledge and skills necessary for difficult work in a facility-based program for the mentally disabled. Work involves varied training assignments of increasing difficulty and complexity as knowledge and skills are acquired. Training and work assignments are performed under the close supervision of a higher level Mental Health/Mental Retardation worker or other supervisor. Work is reviewed through individual and group conferences and an evaluation of participation in classroom activities and training assignments

EXAMPLES OF WORK PERFORMED:

- Participates in multi-disciplinary training designed to develop the knowledge and skills necessary for difficult work in the therapeutic care and rehabilitation of the mentally disabled.
- Assists a higher level Mental Health/Mental Retardation worker or other supervisor in the performance of a variety of difficult and varied duties such as planning therapeutic activity sessions, applying various advanced treatment methods and providing basic counseling services to patients and/or clients
- Learns the basic principles and practices of supervision
- Participates in maintaining a healthful and therapeutic environment for the mentally disabled
- Attends staff meetings and conferences as assigned
- Learns to maintain necessary records and prepare reports
- Performs related work as required

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Some knowledge of the basic principles of the social and behavioral sciences
- Some knowledge of current social, economic and health problems
- Some knowledge of common mental disabilities
- Some knowledge of individual and group behavior and affective ways of working with people
- Ability to learn and apply the principles, practices and procedures involved in difficult work in a multi-disciplinary program for the mentally disabled
- Ability to develop and maintain an understanding attitude toward the mentally disabled
- Ability to identify the needs of patients and/or clients and to gain their confidence and cooperation
- Ability to communicate effectively both orally and in writing
- Ability to maintain necessary records and prepare reports

QUALIFICATIONS REQUIRED:

One year of experience as a Mental Health/Mental Retardation Associate II; or an Associate Degree; or any equivalent combination of experience and training.