

Position: Psychosocial Rehabilitation Coordinator

POSITION SUMMARY

PSR Coordinator is responsible for providing assistance with treatment plan activities within the psychosocial rehabilitation program milieu. These activities include prevocational training, educational classes, socialization groups, community meetings, daily living activities, and other events that constitute the schedule of the integrated program.

The delivery of quality service and positive interaction with our customers is critical to the completion of all the tasks within this job description, thus the employee is responsible for establishing and maintaining interpersonal relationships with patients, visitors, and HMS employees in a courteous, respectful, and professional manner. Guidelines include all HMS policies and procedures.

POSITION RESPONSIBILITIES

1. May transport client to and from psychosocial activities.
2. Logs daily van mileage and reports maintenance needs to program driver.
3. Participates in daily program activity planning with psychosocial team.
4. Implementation and monitoring of activities.
5. Documents service daily.
6. Provides classroom instruction according to approved curriculum.
7. Participates in PSR Team meetings as appropriate.
8. Adherence to the Psychosocial Rehabilitation Association Code of Ethics.
9. Other related duties as assigned.

MINIMUM QUALIFICATIONS

- High School Diploma or GED
- One (1) year of experience working with individuals with SMI and Co-Occurring Disorders
- New Mexico Food Handler Certification is required within 3 months of hire date.
- Valid Driver's License and clean driving record.
- Complete annual Defensive Driving training.

TO APPLY:

Completed HMS Employment Application may be emailed to jobs@hmsnm.org or

Dropped off or mailed:

1105 N Pope Street, Building C, Silver City, NM 88061

or

530 De Moss Street, Lordsburg, NM 88045

For more information call 575-534-0788 or 575-542-2326