STATE OF SOUTH CAROLINA
Department of Mental Health-MHC Santee Wateree
801 N. Pike West
Sumter, SC 29153

INVITES APPLICATIONS FOR THE POSITION OF:
Road of Independence Youth & Young Adult Program Coordinator I

An Equal Opportunity Employer

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<th>OPENING DATE: 10/15/19</th>
<th>CLOSING DATE: 10/27/19 11:59 PM</th>
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<tbody>
<tr>
<td>JOB TITLE: Road of Independence Youth &amp; Young Adult Program Coordinator I</td>
<td>CLASS CODE: AH35</td>
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<tr>
<td>POSITION NUMBER: 61094805</td>
<td>SLOT NUMBER:</td>
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<tr>
<td>STATE SALARY RANGE: $33,494.00 - $61,975.00 Annually</td>
<td>AGENCY HIRING RANGE - MIN: 33,494.00</td>
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<td>AGENCY HIRING RANGE - MAX: 45,291.00</td>
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<td>LOCATION: Sumter County, South Carolina</td>
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<td>JOB TYPE: Temporary Grant - Full-Time</td>
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<td>NORMAL WORK SCHEDULE: This position will require a flexible work schedule which may include weekends.</td>
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<td>RESIDENCY REQUIREMENT: No</td>
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<td>RESIDENCY REQUIREMENT SPECIFICS (IF ANY):</td>
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AGENCY SPECIFIC APPLICATION PROCEDURES:

You must apply online at www.careers.sc.gov. Follow the status of your application online. ONLY THOSE APPLICANTS CHOSEN FOR AN INTERVIEW WILL BE NOTIFIED BY LETTER THAT THE POSITION HAS BEEN FILLED. Online employment applications must be completed in its entirety. Incomplete applications will not be accepted A resume may not be substituted for an application, however, a resume may be added for additional information. Please attach a copy of your master's degree transcript to the online application.
JOB RESPONSIBILITIES:

This position is being re-advertised. Previous applicants do not need to reapply. Your application is still being considered.

This position will work in the Sumter, Kershaw and Lee counties service areas. Under general supervision, provides leadership and supports the development, implementation, and evaluation activities of the Youth and Young Adult (ROI) Program in Sumter, Kershaw and Lee Counties. This position will be REQUIRED to travel and work within these counties. Coordinates program service and activities, including training, communication and information dissemination. Effectively provides and coordinates mental health and related services for youth/young adults throughout the catchment area. Serves as liaison between local community stakeholders, partners and other services providers. Facilitates and coordinates regional task force and meetings and outreach/engagement efforts. Provides supervision and intervention services for program/staff regionally. Works collaboratively with program staff to accomplish objectives and performance measures of grant initiatives.

Work with the identified communities to implement youth peer support services, youth leadership within agencies that serve young people, and youth leadership within the system of care. Work with the Project Director, state and local partners to identify existing systems, services, gaps and needs related to young adults in transition. Coordinates efforts to connect with local and state-level youth and young adult leadership efforts as well as youth/young adult MH advisory council.

Works with youth engagement team to coordinate referral and transition process for youth/young adult admissions; coordinates interdisciplinary staffing with treatment/coordinated care providers. Identify and establish community contacts/resources for youth and young adults. Develops and maintains a resource data bank of these resources to assist YYA's in meeting their needs and enhances service development and supports.

Work with project local site partners to establish youth engagement and peer support development strategies as well as increasing youth voice within participating agencies and the system of care. Plan and implement workshops and activities that engage parents, families and youth in their abilities to provide support.

Develop and deliver educational training and technical assistance to providers on effective youth engagement. Creates organizational cultures that support youth guided and youth-directed involvement and collaboration. Participates in training opportunities to become trauma informed and culturally competent as well as evidenced-based practices designed to enhance job performance.

Assist with the social marketing, outreach and awareness building aspects of the project. Has active participation in data collection and assimilation for reporting outcomes as required for the Healthy Transitions grant and the Center.

Performs other duties as assigned.
MINIMUM AND ADDITIONAL REQUIREMENTS:

State Minimum Requirements: A Bachelor’s degree and 1-3 years of related professional experience in human services or social services program. Youth peer support certification preferred. Local travel is required.

Grant requirements:
Per the requirements of SAMHSA, candidates must have been personally diagnosed with their own mental illness, have received mental health treatment, are active in recovery and willing to share their recovery experience as appropriate.

NOTE: (Lived experience of relatives is not acceptable for this requirement.)

PREFERRED QUALIFICATIONS:

Experience in working with youth ages 16 to 25 in a transitional program.

ADDITIONAL COMMENTS:

Who We Are
Santee-Wateree Community Mental Health Center is part of the South Carolina Department of Mental Health. Santee-Wateree CMHC provides mental health services to individuals in Clarendon, Kershaw, Lee and Sumter Counties.

Mission Statement
To support the recovery of people with mental illnesses within our communities.

The South Carolina Department of Mental Health is an Equal Employment Opportunity Agency. We provide affirmative action and equal opportunity in employment for all qualified persons regardless of race, color, sex, national origin, age, religion, disability, including on the basis of pregnancy, childbirth, or other related conditions, including, but not limited to lactation.

Supplemental questions are considered part of your official application. Please complete the state application to include all current and previous work history and education. A resume may be attached, but not substituted for completing work history and education sections of the employment application. The employment application will be considered incomplete and not forwarded. All applicants must apply online. Please attach an unofficial transcript to your application.

careers.sc.gov
801 N. Pike West
Sumter, SC 29153

ROAD OF INDEPENDENCE YOUTH & YOUNG ADULT PROGRAM
COORDINATOR I
RK

Job #93093
Road of Independence Youth & Young Adult Program Coordinator I Supplemental Questionnaire

* 1. Are you willing to take a mandatory pre-employment drug test?
   ☐ Yes ☐ No

* 2. Do you possess a bachelor's degree in human services or social services program?
   ☐ Yes ☐ No

* 3. Do you have at least one (1) year of related professional experience?
   ☐ Yes ☐ No

* 4. Per SAMHSA requirements, do you have personal experience with mental illness and have you received mental health services for said illness?
   ☐ Yes ☐ No

* 5. Do you possess a valid Driver's License and good driving record?
   ☐ Yes ☐ No

6. Do you have any special license or certification? If so, please list

* 7. Are you on the Registry of Convicted Sex Offenders?
   ☐ Yes ☐ No

8. If you answered "Yes" to being on the Registry of Convicted Sex Offenders, please explain.

* 9. Have you ever been an employee of the State of South Carolina?
   ☐ Yes ☐ No

10. If you answered yes to ever working for the State of South Carolina, what agency did/do you work for?

* 11. The salary range for this position is $33,494.00 to $45,291.00. Are you willing to accept this salary range if you are offered this position?
   ☐ Yes ☐ No

* 12. If you have ever been convicted of a misdemeanor or felony criminal offense (other than in a Juvenile Court), you MUST list this information (unless you have taken steps to expunge your record.) This includes fraudulent checks, driving under suspension, disorderly conduct, shoplifting, etc. *Please note that conviction of a criminal offense does not bar you from employment in all cases; each conviction is evaluated individually. However, failure to list convictions is considered falsification of the application and WILL BE grounds for termination, if hired. It is your responsibility to know what is on your criminal record. If you have charges on your record that appear without a court disposition
(result) you may be asked to provide that information if selected for employment. If you have questions, please inquire before you complete your application. Please indicate your understanding to this statement.

☐ I UNDERSTAND
☐ I DO NOT UNDERSTAND

* Required Question