Border Region BHC has a commitment to the principle of diversity. We welcome applications from all individuals. Women, minorities and individuals with disabilities are encouraged to apply. Employment opportunities shall be available to a qualified individual with a disability who requires a reasonable accommodation. Requests for reasonable accommodation should be communicated by the applicant-employee. All applicants upon remitting the application must provide proof of a driver’s license, social security card, Selective Service Card and educational achievements-transcripts. An application for Employment must be completed to be considered for a posted position. RESUMES ARE NOT ACCEPTED IN LIEU OF APPLICATIONS. All applicants meeting minimum requirements will receive consideration; however, not all applications may receive interviews. Border Region is a drug free work place. Before employment, all successful applicants will be required to take and pass a drug test, which detects the presence of several types of drugs. Convictions related to any sexual offenses, drug related offenses, murder, theft, assault, battery or any other crime involving personal injury or threat to another person may make you ineligible for employment in positions in direct contact with individuals served by the Border Region. Falsification of the application for employment is grounds for dismissal, if employed. Conviction clearance must be received prior to direct contact employees reporting to the workstation. All new employees must satisfactorily complete New Employee Orientation training prior to reporting to the workstation. Border Region Behavioral Health Center is an Equal Employment Opportunity-Affirmative Action Employer.
THIS FIVE PERMANENT POSITIONS LISTED BELOW ARE NOT ALWAYS AVAILABLE

REGISTERED NURSE
SALARY: $65,092.00-$74,796.00/DOE
For any position that may be available
(CAPS, OPC, IDD, ACT-ABHU/WEBB, ZAPATA, STARR & JIM HOGG CO.)
MINIMUM QUALIFICATIONS
Have a Licensed through the Texas State of Nurse Examiners (TSBNE) as a Registered Nurse (RN).

LVN
SALARY: $42,216.00-$55,764.00-DOE
For any position that may be available
(CAPS, OPC, IDD, ACT-ABHU/WEBB, ZAPATA, STARR & JIM HOGG CO.)
MINIMUM QUALIFICATIONS
Licensed to practice as a licensed vocational nurse in the State of Texas.

PATIENT CARE TECHNICIAN-TT I
SALARY: $10.45/HR.
For any position that may be available
(H.C.S./AHP or any other department/WEBB, ZAPATA, STARR & JIM HOGG CO.)
MINIMUM QUALIFICATIONS
Have a High school or GED. Applicants will be required to pass the Adult Basic Learning Examination (ABLE) test. Applicants who have successfully completed 12 hours of college will be exempt from taking this exam. Transcript required for proof of these hours.

SOCIAL SERVICES WORKER
SALARY: $2,838.00/MO.
For any position that may be available
(CAPS, ABHU, IDD, Service Access, ACT/WEBB, STARR & JIM HOGG, ZAPATA CO.)
MINIMUM QUALIFICATIONS
Bachelor’s degree from an accredited university with a major in social work, psychology, sociology, Counseling, Educational Psychology, Rehabilitation, Special Education, Early Childhood Education/Intervention, Gerontology, Nursing, Medicine, Human Growth & Development, and Physician Assistant.

PROGRAM SPECIALIST (LPHA-LPC)
SALARY: $55,764.00 -$65,820.00 DOE
For any position that may be available
(CAPS, ABHU, IDD, Service Access, ACT/WEBB, STARR & JIM HOGG, ZAPATA CO.)
MINIMUM QUALIFICATIONS
Have a Master’s Degree from an accredited university with a major in Behavioral Science, plus one year of work experience. **Must be a licensed Practitioner of the Healing Arts (Licensed Professional Counselor, LMSW-ACP, LCSW, LMFT); member of the NHSC.**
OPEN POSITIONS
CAPS

SOCIAL SERVICE WORKER (MCOT)
Salary: $2,838.00-$3,016.00/mo.                        Worksite: Laredo, Texas
Opened: 10/10/18                                                Closing Date: UNTIL FILLED
Posting # 10-0218                                                Position#  644

DUTIES AND RESPONSIBILITIES
Is responsible for crisis screening, assessments and crisis intervention, crisis follow-up and
relapse prevention at the center and/or wherever or applicable. The MCOT worker may be asked
to work long hours on occasions to provide crisis interventions out in the community. He/she
completes all relevant assessment documents to include the CANS Assessment, and submits the
information at the end of the day. Perform other duties as assigned by supervisor that may
include presentations to large audiences out in the community.

MINIMUM QUALIFICATIONS
Bachelor’s degree from an accredited university with a major in social work, psychology,
sociology, Counseling, Educational Psychology, Rehabilitation, Special Education, Early
Childhood Education/Intervention, Gerontology, Nursing, Medicine, Human Growth &
Development, and Physician Assistant.

PREFERRED QUALIFICATIONS
Crisis intervention experience/knowledge. Experience working with children and adolescents.
Knowledge of the principles, methods, techniques and practices of mental assessments and
intervention; of function of social services or treatment facility; of community resources; of
mental illness and emotional components of physical illness; and of the functioning of MHMR
inpatient facilities. Skills interviewing, ability to communicate effectively to assess client need, to
coordinate client services, to develop plans of treatment, and to work independently as well as a
team member.

MEDICAL RECORDS

ADMINISTRATIVE TECHNICIAN
Salary: $1,716.00/mo.                        Worksite: Laredo, Texas
Opened: 10/10/18                                                Closing Date: UNTIL FILLED
Posting # 10-0318                                                Position#  218

DUTIES AND RESPONSIBILITIES
Medical records admin tech will perform routine clerical work and data entry for all medical
records units. Work involves filing, entering and retrieving data from computerized programs,
scanning, releasing medical records information, maintaining and tracking files/logs and
receiving unit calls. Will be responsible for opening case assignments and will do case
inactivation. Will distributes correspondence and paperwork to internal and external office. Work under the general supervision of the Medical Records Supervisor.

MINIMUM QUALIFICATIONS
High school or GED, plus one year of work experience in a field related to the position.

PREFERRED QUALIFICATIONS
Type at least 35 wpm and knowledge in the use of word processing/spreadsheet software(s). Strong organizational skills and attention to detail. Proficient in computer programs, including Microsoft office and outlook. Some knowledge of medical terminology and must be able to communicate effectively in English and Spanish.

Yes Waiver

SOCIAL SERVICE WORKER
Salary: $2,838.00 - $3,016.00/mo. Worksite: Laredo, Texas
Opened: 10/8/18 Closing Date: UNTIL FILLED
Posting # -- Position# 731

DUTIES AND RESPONSIBILITIES
Staff will provide community living support to the Waiver participant and family\LAR to facilitate the Waiver participant’s achievement of his/her goals of community inclusion and remaining in their home. The supports may be provided in the Waiver participant’s residence or in community settings (including but not limited to libraries, camps, etc.) CLS provides assistance to the family caregiver in the disability-related care of the Waiver participant, while facilitating the Waiver participant’s independence and integration in to the community. The training in skills related to activities of daily living such as personal hygiene, household chores, and socialization may be included, if skills are affected by the Waiver participant’s disability. Example of work performed: Assist in accessing emotional, behavioral, social, educational, medical and other appropriate services using the Uniform Assessment tool. Assesses client’s needs and authorized services to meet the identified needs. Coordinate in the development of an Individual Plan of Care with measurable outcomes. Coordinates and monitors service delivery. Provide crisis prevention services when needed. Must become certified to complete the State approved Uniform Assessment for Adults or child\Youth within 60 days of hire and maintenance that certification without lapse. This is a community based position consisting of employee working 75% of time more in the community. This position works under the Supervision of the Yes Waiver Assistant Program Administrator.

MINIMUM QUALIFICATIONS
Bachelor’s degree from an accredited university with a major in social work, psychology, sociology, Counseling, Educational Psychology, Rehabilitation, Special Education, Early Childhood Education/Intervention, Gerontology, Nursing, Medicine, Human Growth & Development, and Physician Assistant.

PREFERRED QUALIFICATIONS
Knowledge of mental illness and intellectual development disabilities. Working knowledge of internal and external services. Knowledge of basic casework principles and general community resources. Knowledge in interviewing techniques. Knowledge of casework documentation requirements. Knowledge understanding and ability to carry out program guidelines, policies and procedures. Skills in maintaining an effective working relationship with co-workers and other staff.
**ABHU**

<table>
<thead>
<tr>
<th>PROGRAM ADMINISTRATOR III</th>
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<tbody>
<tr>
<td>Salary: $3,309.00 - $3,744.00/MO.</td>
<td>Worksite: Rio Grande City, Texas</td>
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<tr>
<td>Opened: 9/4/18</td>
<td>Closing Date: UNTIL FILLED</td>
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<tr>
<td>Posting # 08-0618</td>
<td>Position# 855</td>
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</tbody>
</table>

**DUTIES AND RESPONSIBILITIES**

This position will be responsible for the Administration, Operation and Program Administration of the Starr County Clinic and provide immediate supervision to the employees in Starr County.

This position will report administratively to the Outlying Counties Program Administrator, who will assist this position with administrative issues as well as operational issues. This position will report program-wise to the Directors of Intellectual Disabilities, Adult Behavioral Health, Children and Adolescents Services or designees for any program requirements and will be required to acquire knowledge in the program compliance of any program within these divisions.

It is expected that this position maintain compliance in all program requirements.

The provision of services will include but may not be limited to the following:

1. IDD services not limited to the provision of services as outlined in each consumer’s PDP (Person Directed Plan), IPC (Individualized Plan of Care), IP (Implementation Plan) in GR, TxHmL, CFC Assessments, CFC and HCS programs in Starr County.
2. Supervises the provision of services to include Service Access and Intake staff, Supported Employment, Supported Housing, Mobile Crisis Outreach Team to include screening assessments, crisis assessments, interventions, MCOT crisis follow-ups, Service Coordination, Rehabilitation Skills and other positions in the IDD, ABHU and CAPS Programs.
3. Monitor appropriate linkage of services to clients and their families such as medical, social, educational and psychosocial needs in all Levels of Care.
4. Oversee the work with the inmate population and jail diversion.
5. Provides leadership in implementing new program initiatives.
6. Must be able to maintain trainings such as CANS, ANSA, Fidelity training and others as the need arises and may need to travel to obtain these trainings.
7. Will be required to serve as a Supervisor on call after hours and on weekends.
8. Will provide constructive feedback regarding the delivery of crisis services and will be responsible to monitor crisis bed utilization for both state/private admissions.
9. The position will require the participation in community meetings representing the agency and will report back on all issues or concerns.
10. The position will be responsible for standard building and vehicle maintenance.
11. This position will be responsible for consulting with their immediate supervisor on any issues needed or travel to Laredo as the need arises.
12. This position will prepare and conduct internal audits for program compliance.
13. This position will be responsible that the programs are in compliance with all performance standards and will be the liaison to the program administrators when responding to internal or external audits.
14. The position will require the responsibility for assuring that the supervised staff complies with Border Region’s Performance Contract requirements, Texas Health and Human Services Department standards and Border Region BHC Policies and Procedures.

MINIMUM QUALIFICATIONS
Bachelor’s Degree from an accredited college or university with a major in a field related to the duties of the position, (degree in the Behavioral Health or Science), plus three (3) years of work experience with increasing responsibility in the administration of a related program.

One year (18-25 semester hours) of graduate level work from an accredited college or university in a related field may substitute for the required work experience on a year for year basis.

PREFERRED QUALIFICATIONS

- Master’s Degree in a related field to the duties of the position.
- Knowledge of local, state, and federal laws and regulation relevant to program areas; and of the principles and policies of public administration and management.
- Ability to plan, assign, monitor and supervise the work of other professional and clerical staff.
- Ability to interpret regulations and convey them to others.
- Ability to establish goals and objectives, and then monitor them and make necessary changes to correct them.
- Ability to devise solutions to administrative problems to develop and evaluate administrative policies and procedures, and to prepare concise reports.
- Ability to develop, prepare revise and create both verbal and written reports to specific to outcome measures.
- Ability to develop and implement clinical and documentation training, treatment plan training for all staff.
- Ability to write reports, create spreadsheets, and write or revise policies.
- Ability to communicate in English and Spanish orally and in writing.
- Knowledge in data gathering, recoding and reporting procedures.
- Experience working and/or knowledge of Intellectual and Developmental Disabilities
- Experience working and/or knowledge of Adult Behavioral Health
- Experience working and/or knowledge of Children and Adolescents Behavioral Health
- Ability to exercise leadership without close supervision.
- Knowledge of Basic Behavioral Modification techniques.
OPC

DIRECTOR OF NURSING
Salary: DOE  Worksite: Laredo, Texas
Opened: 7/12/18  Closing Date: UNTIL FILLED
Posting # 07-0518  Position# 764

DUTIES AND RESPONSIBILITIES
This position performs advanced and managerial nursing work. Work involves providing oversight to all Border Region nursing staff, excluding advance practice nurses, in all counties served. Be responsible for the coordination of care and the delivery of nursing services in all four counties. Works under general supervision, with the expectation for the use of initiative and independent judgment. Will participate as a member of the quality management team to ensure that all nursing process are reviewed and analyzed which could lead to performance improvement outcomes. Participates as a member of the management team that promotes recovery, fosters resilience, person centered and consumer, family driven care. Responsible for reporting health care needs and/or issues to the appropriate person and creating care plans that accurately and definitively direct the implementation of all necessary care. Provides supervision to all adult outpatient mental health clinic staff in Webb Co. Works in coordination with other disciplines and the Adult Behavioral Health Unit Director to insure that communication is in place to provide a most consistent, highest quality interdisciplinary guided care for all persons served. Responsible for the coordination of clinical death reviews. Duties are performed as recommended, prescribed, or referred and approved by the Medical Director and other professional personnel.

MINIMUM QUALIFICATIONS
Licensed through the Texas State Board of Nurse Examiners as a Registered Nurse, plus four (4) years of work experience as RN in a recognized health agency, hospital, or care facility. OR, a bachelor’s degree in nursing from a program accredited by the TSBNE or equivalent, plus licensure the TSBNE as an RN and three (3) years of work experience as an RN in a recognized health agency, hospital, or health care facility. Or a master’s degree in nursing from a program accredited by the TSBNE or equivalent, plus license through the TSBNE as an RN and (1) year of work experience as an administrative RN.

PREFERRED QUALIFICATIONS
Two years’ experience in a supervisor role, Two years’ experience working directly with clients diagnosed with mental health disorders. Have knowledge skills and abilities in delivering treatment of client with substance use disorder and mental health disorders. Knowledge of local community resources. Ability and skills interacting with physicians and nurses assigned to the outpatient clinic and all other professional in the center or in the community.
**MAINTENANCE SUPERVISOR**

**Salary:** $2,436.00-$3,111.00/MO.  
**Worksite:** Laredo, Texas  
**Opened:** 7/10/18  
**Closing Date:** UNTIL FILLED  
**Posting # 07-0418**  

**DUTIES AND RESPONSIBILITIES**

Performs moderately complex work in caring for ground and buildings. Work involves responsibility for the appearance and general care of grounds and gardens, maintenance and care of tools, supplies, and equipment, and performing various gardening activities. Responsibilities include the general care of building and homes in all four counties. Webb, Jim Hogg, Zapata and Starr. Will be the contact manager for the lawn service contract and the housekeeping contract. Employee will supervise all employees within the department and organize and distribute the workload appropriately. Employee will communicate all significant events to supervisor and act as liaison between vendors and Border Region BHC. Will manage BR funds using best value principles and cost effective methods. Works under general supervision with moderate latitude for the use of initiative and independent judgment. Reports to the Chief Financial Officer.

**MINIMUM QUALIFICATIONS**

Graduation from an accredited high school or GED, plus four (4) years of supervisory work experience in building maintenance, repair and operation, maintenance of electrical or mechanical equipment. Completion of an accredited certificate program (at least 26 semester hours) in air conditioning, heating, refrigeration, electrical technology, or a related field may substitute for one (1) year of the required work experience. An associate’s degree of Applied Science in Building Maintenance, Electronics Technician, or related field may substitute for two (2) years of the required work experience.

**PREFERRED QUALIFICATIONS**

Must have the ability and the skills necessary to accomplish the job tasks. Physical condition sufficient to perform a variety of manual tasks requiring strength and stamina be able to climb when needed. Ability to lift heavy objects no more than one hundred (100) pounds. Have ample knowledge in maintaining, building maintenance and repairing lawn sprinkler systems. Experience in supervising maintenance, housekeeping and motor pool crews. Possession of a valid Texas class A, B, or C Driver’s license. Experience in Building maintenance. Knowledge of construction. Knowledge of vehicles & motor pools. Experience & knowledge of Word & Excel.

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**CUSTODIAL (PARTTIME)**

**Salary:** $7.63/HR.  
**Worksite:** HEBBRONVILLE, Texas  
**Opened:** 5/3/18  
**Closing Date:** UNTIL FILLED  
**Posting # 05-0418**  

**DUTIES AND RESPONSIBILITIES**

The Custodian is responsible for keeping and maintaining a clean and safe environment for employees and consumers. Work would include cleaning of offices, rooms, lobbies, hall and bathrooms. Cleaning and caring for Center buildings, premises and maintaining custodial equipment. Custodian must be able to use custodial materials, chemicals and other related
equipment. Custodian will work under close supervision of Jim Hogg Co. Clinic Supervisor or appointee with minima latitude for the use of initiative and independent judgment.

**MINIMUM QUALIFICATIONS**
Have a completion of eighth grade education. Have basic training and/or experience in maintenance and/or housekeeping skills.

**PREFERRED QUALIFICATIONS**
Have knowledge of cleaning techniques and procedures. Have skill in the use of custodial materials and chemicals; and operation of vacuum cleaners, buffers, wet pick-ups, automatic scrubbers and custodial equipment. Have knowledge of sanitizing proper use and care of storing of cleaning materials and chemicals.

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**ACCOUNTING**

<table>
<thead>
<tr>
<th>CHIEF ACCOUNTANT</th>
<th>Worksite: LAREDO, TX</th>
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<tbody>
<tr>
<td>Salary: $3,518.00 - $4,679.00/MO.</td>
<td>Closed: Until filled</td>
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<tr>
<td>Opened: 2/15/18</td>
<td>Position# 437</td>
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<td>Posting#: 02-0718</td>
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</tbody>
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**DUTIES AND RESPONSIBILITIES**
The Chief Accountant directs the overall operation of the Accounting section. Responsible for accurate recording of revenues and expenses. Implement and develop a system of Internal Controls as per Fiscal Manual. Performs reconciliation’s of Stock card, Trust fund, Client benefit fund, Payroll and Fixed Assets to the General Ledger. Acts as custodian of Property and Fixed assets for the facility. The Chief Accountant ensures reliable and accurate data submission to the General Ledger so Facility can make informed management decisions. The Chief Accountant supervises one Accounts Payable staff, one Trust Fund/Property Clerk. Completion of work requires established concepts, theories, or programs and occasionally originating new methods and/or techniques. Decisions are varied but based on broad principles and guidelines. The Chief Accountant has financial responsibility for the budget of the accounting unit and is accountable for the unit and Facility assigned property. Works under the direction of the Chief Financial Officer with considerable latitude for independent judgment.

**MINIMUM QUALIFICATIONS**
Bachelor’s degree from an accredited college or university with a major in Accounting or Business Management, plus 5 years of work experience in accounting, booking or auditing.

**PREFERRED QUALIFICATIONS**
Should have progressively responsible experience in the financial operations of TXMHMR or any other state agency including experience in a supervisory capacity. Thorough knowledge of accounting principles and procedures, governmental accounting, budget control, Internal Controls, and purchasing methods and procedures. Working knowledge in the use of automated equipment and utilization of accounting software. Ability to train and supervise staff, to perform complex accounting transactions, to interpret laws and regulations, and to interpret and apply complex accounting theory, maintain effective relations with administrative personnel of other divisions, state agencies, central office and the federal government.
## Social Service Worker (LA-IDD CSSP)

<table>
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<tr>
<th>Salary: $2,838.00/MO.</th>
<th>Worksite: LAREDO, TX</th>
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<tbody>
<tr>
<td>Opened: 10/10/18</td>
<td>Closing Date: UNTIL FILLED</td>
</tr>
<tr>
<td>Position# 10-0418</td>
<td>Position # 771</td>
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</table>

**DUTIES AND RESPONSIBILITIES**
Service Coordinator works directly with people with disabilities performs service coordination to assist assigned individuals in gaining access to medical, social, educational and other needed services. Works requires aggressive intervention and frequent in-person contact with individuals. Families and service providers. The job requires extensive travel in the community. Work under moderate supervision with limited latitude for the use of initiative independent judgment. The job requires the ability to read and interpret documentations, such as safety rules, operating instruction, maintenance instructions and procedures manuals.

**MINIMUM QUALIFICATIONS**
A Bachelor’s degree from an accredited university with a major in social work, psychology, sociology, Counseling, Educational Psychology, Rehabilitation, Special Education.

**PREFERRED QUALIFICATIONS**
Knowledge of community resources, service coordination delivery system, and program procedures. Be able to communicate effectively to assess and coordinate consumer’s needs. Have knowledge basic computer skills. Be able to read and interpret documents, such as safety rules, operating instructions, maintenance instructions and procedures manuals. Bilingual (English and Spanish).

## LVN

<table>
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<tr>
<th>Salary: $42,216.00-$55,764.00/annual</th>
<th>Worksite: LAREDO, TX</th>
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<tr>
<td>Opened: 10/10/18</td>
<td>Closing Date: UNTIL FILLED</td>
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<tr>
<td>Position# 10-0518</td>
<td>Position # 337</td>
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**DUTIES AND RESPONSIBILITIES**
The LVN works under the supervision of the RN. The responsibility of the LVN is to provide for and supervise the professional nursing care of individuals who live at or receive services from BRMHMR. The LVN is available to unit personnel to make nursing decisions on a 24 basis. He/she is a member of the IDT and shares responsibility with orders team members for the development of the individual’s program Works involves communication skills, completing reports. Knowledge of the TxHmL, DADS, HCS and BRMHMR rules, policies and procedures.

**MINIMUM QUALIFICATIONS**
Licensed to practice as a licensed vocational nurse in the State of Texas.

**PREFERRED QUALIFICATIONS**
Experience working with individuals with development disabilities. Must be able to keep records and make reports. Knowledge of emergency procedures and equipment. Managerial skills. Computer skills.

## Day Hab Supervisor

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<thead>
<tr>
<th>Salary: $2,161.00/MO.</th>
<th>Worksite: LAREDO, TX</th>
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<tr>
<td>Opened: 9/6/18</td>
<td>Closing Date: UNTIL FILLED</td>
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<tr>
<td>Position# 09-0118</td>
<td>Position # 496</td>
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**DUTIES AND RESPONSIBILITIES**
Provider Supervisor assures the provision to consumers referred to BRBHC provider services for Day Habilitation Supported Employment Support and Respite Services for TxHmL Program.
Supervisor is under the direct supervision of the IDD Director. Essential tasks/responsibilities include: attend initial and or annual staffing, reviews and approves all billing records, monthly/weekly schedules and develop Implementation Plans. Supervisor assist IDD Director in QM audits and any reports requested. Supervisor will provide direct care services when needed.

MINIMUM QUALIFICATIONS
High school diploma or GED, plus two years of work experience assisting in therapeutic activities. Successful completion of a therapist technician program may substitute for one year of the required work experience. Each year (30 semester hours) of accredited college work in a field related to rehabilitation therapy may substitute for the required work experience on a year for year basis.

PREFERRED QUALIFICATIONS
Ability to organize time, work independently, keep accurate records/statistics. Must be physically and mentally capable of performing assigned duties. Must be able to work under stress. Must maintain a valid and in “good standing” current Texas Driver’s license. Ability to communicate in English, orally and in writing. Knowledge in data gathering, recording and reporting procedures. Knowledge of Basic Behavioral Modification techniques. Ability to communicate effectively with staff/parents. Ability to perform simple or routine duties exercising leadership without close supervision/make simple decisions. Computer knowledge.

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<thead>
<tr>
<th>SOCIAL SERVICE WORKER</th>
<th>Worksite: LAREDO, TX</th>
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<tr>
<td>Salary: $3,016.00 - $3,209.00/MO.</td>
<td>Closing Date: UNTIL FILLED</td>
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<tr>
<td>Opened: 7/31/18</td>
<td>Position # 645</td>
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</tbody>
</table>

DUTIES AND RESPONSIBILITIES
Service Coordinator works directly with people with intellectual and development disabilities performs service coordination in GR, HCS TxHmL and PASRR programs. Assisting assigned individuals in gaining access to medical, social, educational and other needed services. Works requires aggressive intervention and frequent in-person with individual, families and service providers. Responsible for PASRR evaluation and SC services to NF residents. The job requires travel in the community and the LA services area (Zapata, Jim Hogg and Starr Co.) Works under moderate supervision with latitude for the use of initiative independent judgment.

MINIMUM QUALIFICATIONS
A Bachelor’s degree from an accredited university with a major in social work, psychology, sociology, Counseling, Educational Psychology, Rehabilitation, Special Education, plus two years of related work experience.

PREFERRED QUALIFICATIONS
Knowledge of community resources, service coordination delivery system, and program procedures. Be able to communicate effectively to assess and coordinate consumer’s needs. Have knowledge basic computer skills. Be able to read and interpret documents, such as safety rules, operating instructions, maintenance instructions and procedures manuals. Bilingual (English and Spanish).

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<tr>
<th>PATIENT CARE</th>
<th>Worksite: LAREDO, TX</th>
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<tr>
<td>Salary: $10.45/HR.</td>
<td>Closed: Until filled</td>
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<tr>
<td>Opened: 7/11/18</td>
<td>Position# FT- 635, 506 Temp-285</td>
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DUTIES AND RESPONSIBILITIES
Duties include the provision of active treatment and daily care while simultaneously ensuring the safety and training of self-help and other activities for all individuals under his or her care. The Therapist Tech implements behavior management program and appropriate intervention procedures for targeted behavior, which may include aggression. Duties are performed in accordance with established policies, procedures and practices- including HCS standards. Ability to work extended hours and flexible schedules as needed.
MINIMUM QUALIFICATIONS
Have a High school or GED. Applicants will be required to pass the Adult Basic Learning Examination (ABLE) test. Applicants who have successfully completed 12 hours of college will be exempt from taking this exam. Transcript required for proof of these hours.

PREFERRED QUALIFICATIONS
Be able to communicate effectively with staff, residents, and legal guardians and to communicate satisfactorily in both oral and written communication. Be able to understand and apply HCS Guidelines, State and Federal regulations.

Sí TEXAS

MEDICAL ASSISTANT
Salary: $1,716.00-$2,036.00/mo. Worksite: LAREDO, TX
Opened: 9/11/18 Closing Date: UNTIL FILLED
Position# Position # 772

DUTIES AND RESPONSIBILITIES
This position assists in the operation of the medical services during assigned clinic sessions. Within the framework of the organization’s philosophy and objectives and under the direction of the Sí Texas Project Coordinator. The Medical Assistant assists the Sí Texas team in performing routine administrator, medical care duties associated with caring for the patient. The Medical Assistant will work other Border Region BHC staff and Medical providers total health care for persons served. This position will track patient care and provide physical health education as needed. Work under limited supervision with considerable latitude for the use of initiative and independent judgment.

MINIMUM QUALIFICATIONS
Have a High school or GED. Be a Certified Medical Assistant from an accredited Medical Assistant training school. If not certified, two years of working experience.

PREFERRED QUALIFICATIONS
Knowledge of local community resources; ability to refer and schedule patients. Ability to communicate effectively; to coordinate client services; to guidance to other staff. Ability to screen and prepare patients for medical providers. Previous experience in coordinating care in a physical system. Ability to accept all other duties & responsible as assigned and in a positive manner.