



Colorado Air National Guard

Traditional

Position Announcement

COANG 23-014



<https://coang.joint.afpims.mil/Jobs/Air-Traditional/>

POSITION TITLE: Mental Health Service Technician	AFSC: 4C071	OPEN DATE: 24-Mar-23	CLOSE DATE: 5-Apr-23
UNIT OF ACTIVITY/DUTY LOCATION: 140 Medical Group Buckley AFB, CO 80011		GRADE REQUIREMENT: Minimum: E5 Maximum: E6	
SELECTING SUPERVISOR: SMSgt Frances Sechrest	VACANCY 114695434	PHYSICAL PROFILE: (Officer N/A) PULHES – 222231 X Factor – G ASVAB – 57	

AREAS OF CONSIDERATION

- | | |
|---|---|
| <input checked="" type="checkbox"/> Traditional | <input type="checkbox"/> Nationwide (Military eligible for membership in the COANG) |
| <input checked="" type="checkbox"/> Current COANG members | <input type="checkbox"/> Commissioning Opportunity |
| <input checked="" type="checkbox"/> Enlisted | <input type="checkbox"/> Officer |

All applicants MUST meet the grade requirement and physical/medical requirements outlined

DUTIES AND RESPONSIBILITIES

DUTIES and RESPONSIBILITIES:

As outlined in the Air Force Enlisted Classification Directory for AFSC: 4C000

2. Duties and Responsibilities:

2.1. Performs outpatient and inpatient mental health patient care activities. Screens patients for program admission, which includes triage; evaluating psychological, physiological, and social signs/symptoms; mental status examinations; and obtaining and recording vital signs. Conducts assessment intakes, which include gathering demographics and completing required admission forms. Performs program orientation for new patients. Performs assessment procedures, which include clinical interviewing to gather biopsychosocial, mental health, and substance abuse histories; administering standardized psychological testing; using appropriate assessment tools to assist in identifying mental health and nursing diagnoses; and identifying patients' strengths, needs, abilities and problems. Performs patient counseling by utilizing trained skills to assist individuals, families, and groups in achieving treatment goals through exploration of problems; maintaining therapeutic relationships; examining attitudes and affective responses; providing alternative solutions; assisting in decision-making/disposition planning; and establishing and executing the treatment plan under the guidance/supervision of a licensed/privileged provider.

Participates in case management/coordination activities to include, but not limited to coordinating and participating in treatment team meetings; communicating high interest status and updates; duty limitations; providing safety recommendations to commanders and primary care providers; and coordinating patient's mental health transition services. Recognizes patients in acute emotional and physical distress and provides crisis intervention techniques and precautionary measures. Assists patients with nutritional needs, hygiene, and comfort measures. Provides mental health and substance abuse outreach, prevention, and education. Identifies patient needs that can't be met by the counselor or program and refers the patient to the appropriate support system. Assists in, or arranges patient referral to public, private, and military community agencies. Documents the assessment results, treatment plans, reports, progress notes, discharge summaries and other patient care information. Consults with other professionals and subject matter experts to assure comprehensive quality care for the patient. Contacts military and community agencies to obtain collateral information. Utilizes their skills, expertise, and insight into emotional, behavioral, and social functioning to assist with improving health and human performance. Consults with unit leaders and unit members on topics relevant to adapting and responding to the unique operational and combat related challenges of their unit. Employs primary and secondary prevention tactics to mitigate occupational and operational stressors, enhance resilience, prevent injury/illness, and facilitate access to the healthcare system when needed. Performs aeromedical evacuation procedures when needed.

2.2. Plans and supervises mental health service activities. Coordinates with appropriate agencies regarding specified care, treatment, prevention, rehabilitation, and administrative functions. Ensures staff provide for safe, ethical, and reliable patient care. Performs clinical supervision on subordinates in relation to their skill level.

2.3. Manages enlisted resources. Establishes priorities based on knowledge of interchangeable skills among assigned enlisted personnel. Reviews procedures and requirements within specialty services to preclude duplication and to free personnel for more direct service work with patients. Defines requirements and utilizes emerging knowledge, research, and technology. Integrates quality communications, fosters partnerships, ensures flexible and adaptive resourcing, optimizes force management and development, and empowers continuous process improvement. Establishes, maintains, and evaluates specific mental health, family advocacy, and substance abuse training programs. Conducts in-service and readiness trainings. Schedules recurring training and conducts task evaluations. Ensures appropriate continuing education and clinical supervision requirements are met.

DUTIES and RESPONSIBILITIES (Cont'd):

2.4. Performs Disaster Mental Health (DMH) and Combat and Operational Stress Control (COSC) activities. Provides psychological first aid to individuals and groups who may have had direct exposure to an all-hazard incident. Prevents and manages battle related stress before, during, and after deployments. Supervises and assists with care of individuals experiencing acute and post-traumatic stress reactions.

2.5. Supervises and performs administrative duties. Monitors preparation, maintenance, and disposition of mental health, family advocacy, and substance abuse electronic and paper copy treatment records. Receives patients and schedules appointment. Evaluates and effectively manages mental health service activities. Collects and updates administrative and statistical data. Conducts unit self- assessments. Conducts 4C0X1 peer review processes. Compiles and prepares medical and administrative reports. Briefs patients on safety and evacuation procedures.

SPECIALTY QUALIFICATIONS:

3. Specialty Qualifications:

3.1. Knowledge. Knowledge is mandatory of: psychiatry, psychology, social work, family advocacy, and nursing principles, procedures and theories; confidentiality and legal aspects of patient care; understanding of medical, nursing, and mental health terminology; psychopathology; adjustment mechanisms; substance abuse pathology; Twelve Core Functions/Four Performance Domains for substance abuse counselor certification; combat and disaster casualty care management; communication processes; DMH, specialized mental health and nursing treatment techniques; anatomy and physiology; deviant and unacceptable behavior; principles of interpersonal relationships; counseling and interviewing techniques; diagnostic nomenclature; psychopharmacology; administration and scoring of psychological tests; medical and mental health ethics; medical and clinical records administration; principles of milieu therapy; personnel, unit and clinic management; and budgeting and acquisition of supplies and equipment.

3.2. Education. For entry into this specialty, completion of high school is mandatory. Completion of college courses in psychology, social or behavioral sciences such as psychology, counseling, substance abuse treatment, sociology, and marriage and family is desirable.

3.3. Training. For award of AFSC 4C031, completion of the mental health service apprentice course is mandatory.

3.4. Experience. The following experience is mandatory for award of the AFSC indicated.

3.4.1. 4C051. Qualification in and possession of AFSC 4C031. A minimum of 9 months experience. Also, experience administering, scoring, and reporting psychological test results; interviewing patients to obtain biopsychosocial history, personal information; experience conducting briefings, and assisting professional staff to carry out prescribed treatment plan. Achievement of competency in all required tasks.

3.5. Other. The following are mandatory as indicated:

3.5.1. For entry into this specialty:

3.5.1.1 Must complete the Minnesota Multiphasic Personality Inventory (MMPI) assessment.

3.5.1.2. Must undergo a standardized entry interview with a career field manager approved 4C0X1 or any credentialed/privileged Mental Health provider.

3.5.1.3. See attachment 4 for additional entry requirements.

3.5.2. For entry and award of the 3-skill level in this specialty:

3.5.2.1. No history of psychiatric hospitalization.

3.5.2.2. No evidence of emotional instability, impulsive behaviors or misconduct that is contrary to the standards of the mental health and substance abuse counseling profession (Including, but not limited to: alcohol/drug misuse, binge eating, intentional self-injury, antagonism, apathy, difficulty controlling/intense anger or sadness, etc.).

3.5.2.3. No history or evidence of personality disorder, substance use disorder, or other significant disorders incompatible with the mental health or substance abuse profession.

3.5.2.4. No evidence or history of civilian conviction, Letter of Reprimand, Article 15, or courts martial conviction as a result of illicit drug or alcohol use, driving under the influence/impaired, financial irresponsibility, promiscuity, physical or sexual assault or misconduct, or domestic violence.

3.5.2.5. No evidence or history of disruptive conduct, behavior, attitude, or communication resulting in civilian conviction, Letter of Reprimand, Article 15, or courts martial conviction as a result of prejudice, discrimination, harassment, threats, or reprisal.

3.5.3. For entry, award of all skill levels, and retention of this specialty:

3.5.3.1. No presence of speech impediment—must possess the ability to read aloud and speak distinctly.

3.5.3.2. No unresolved mental health problems (Including, but not limited to: failure to engage in help-seeking behaviors, chronic mental health disorders, a pattern of relapse in symptoms/illness, unwillingness, or inability to overcome mental health disorder, or prolonged absence from one's mental health duties due to risk associated to patients, self, or staff).

APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to the location below. **Complete applications must be received no later than 2359 on or before the closing date.**

Selecting officials have the right to hold package review boards prior to in-person interviews

Incomplete packages will not be considered for the position vacancy

1. Cover Letter identifying the position you are applying for.
2. Civilian or Military Resume.
3. CURRENT (w/in 90 days) Records Review RIP (available on vMPF via AF Portal).
4. CURRENT Points Credit Summary (available on vMPF via AF Portal).
5. CURRENT and PASSING Report of Individual Fitness (from myFitness)
6. Additional requirements: Must currently hold 4C AFSC and be promotable to TSgt

Add any other documentation you want provided.

****SUBMIT ELECTRONIC ONLY****

QUESTIONS?

If you have any questions on package submission you may contact 720-847-9446/DSN 847-9446 or email to the below email addresses. If you have any position related questions please contact the selecting supervisor.

E-MAIL APPLICATIONS TO MPS:

joshua.thornton.1@us.af.mil

OR:

SUBMIT APPLICATIONS VIA

AMRDEC SAFE: <https://safe.apps.mil/>

joshua.thornton.1@us.af.mil

REMARKS

Federal law prohibits the use of government postage for submission of applications.

THE COLORADO NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.