

# HUDSPETH REGIONAL CENTER



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Director

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TO: All Departments  
FROM: Anedra Longstreet, Director Brandon/Rankin Group Homes  
DATE: May 18, 2021  
RE: Job Vacancy – Brandon/Rankin Group Homes

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**CLASSIFICATION:** MH-Active Treatment Tech, Trainee

**SALARY:** \$24,438.01

**Minimum Qualifications:**

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the Mississippi State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

**Experience/Educational Requirements:** Successful passage of thirty (30) semester hours of junior or senior college course

**Job Duties:** MH-Active Treatment Tech, Trainee is responsible for assisting with the educational programmatic services provided in an ICF/IID program setting and ensuring that active treatment is provided to individuals with intellectual disabilities according to these regulations. Competencies expected include integrity/honesty with a high work ethic, accountability, best practices of teaching the IID population, and excellent interpersonal and communication (written and verbal) skills. This person will be expected to effectively manage emotions and impulses, maintain a positive attitude, and be able to adapt behavior or work methods in response to new information, changing conditions, or unexpected obstacles.

**Specific Duties:**

- Assists in collecting various forms of behavioral data (frequency counts, duration information, interval sampling) to help determine further assessment needs and intervention needs to be reported to the appropriate personnel.
- Works with individuals or groups in appropriate active treatment and behavior management exercises to help promote better behavioral and mental health.
- Participates in team meetings with other staff members.
- Prepares documented information related to the collected behavioral data using Microsoft Excel,

- hand-written graphs, or pie charts.
- Evaluates treatment plans for compliance with accreditation standards.
- Presents data in conferences with psychiatrists, doctors, nurses, social workers and other staff members.
- Performs other duties as requested and initiates or volunteers for other duties within scope of practice.
- Serves as AOD as scheduled.

Applications will be accepted through May 26, 2021 in the Human Resources Department. If you have any questions, please contact Anedra Longstreet at 601-825-4885.

**The State of Mississippi/Hudspeth Regional Center is an Equal Opportunity Employer**