

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH  
OLDER ADULT SYSTEM OF CARE**



**Mental Health Services Coordinator II  
Mental Health Services Act (MHSA)**

The West Los Angeles Administrative Office is seeking interested candidates to provide Outreach & Engagement Coordination services to agencies and clients in Service Area 5. We are looking for a qualified and motivated individual with strong advocacy and interpersonal skills to act as the liaison to the Westside community at large. This individual will outreach and network with community groups and agencies, family members, mental health consumers, and members of the general public to inform them about the type of mental health services available in Service Area 5 and about the agencies providing the services.

**ESSENTIAL JOB DUTIES:**

- Attend, disseminate and present DMH / MHSA program information at health fairs, community meetings, local schools and colleges along with many other organizations and events.
- Work with anti-stigma countywide team; provide collaborative presentations on mental illness awareness and stigma at different community meetings.
- Work with Partners in Suicide Prevention; provide collaborative presentations about Mental Illness and Suicide at different community organizations, schools, police departments, etc.
- Attend and participate in the LA County DMH Faith-Based Advocacy Council.
- Develop power point presentations that focus on hope, wellness and recovery and target mental health consumer groups and Underrepresented Ethnic Populations.
- Encourage stakeholders to participate in public planning for mental health services and increasing Department of Mental Health's overall visibility and reach into the various communities within Service Area 5.
- Attend monthly Service Area 5 Advisory Committee (SAAC) meeting, record the minutes and distribute the minutes to SAAC members. Participate on the SAAC Steering Committee.
- Make contacts with community based agencies to find out if have free or low cost services available for DMH consumers and their family members.
- Be the point person for Faith-Based initiatives within Service Area 5. This includes visiting local places of worship and engaging clergy and faith leaders, facilitating Clergy & Faith Network meetings, organizing Clergy Academy trainings, participating in local faith committees (such as St. Monica's Faith Committee and the Culver City Area Interfaith Alliance meeting).
- Team leader for Outreach & Engagement team.

**DESIRABLE QUALIFICATIONS:**

- Strong knowledge of mental health system and resources.
- Familiarity with accessing, leveraging and coordinating community resources.
- Strong multi-tasking and organizational skills.
- Strong verbal and written communication skills.
- Strong computer skills including ability to utilize Microsoft Excel and various online tracking systems.
- Ability and desire to work in positive and effective team environment.

Interested applicants holding the payroll title of MHSC II should submit their resume, last two (2) performance evaluations, and last two (2) years of master time cards by **November 3, 2015** to:

**Anahid Markarian-Aghaniantz**

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