



# Portia Bell Hume Behavioral Health and Training Center

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[www.humecenter.org](http://www.humecenter.org)

## JOB POSTING

(September 13, 2013)

**PORTIA BELL HUME BEHAVIORAL HEALTH AND TRAINING CENTER (aka The Hume Center)** has a rewarding opportunity for a *qualified Behavior Specialist* under the leadership of The Hume Center's *Director of Behavioral Consulting Services*. *Two positions are available. Office locations are in Concord, Pittsburg and Fremont.*

### **MISSION:**

The Hume Center's mission is to provide high quality, culturally sensitive, and comprehensive behavioral health care services and training. We strive to promote mental health, reduce disparities and psychological suffering, and strengthen communities and systems in collaboration with the people most involved in the lives of those we serve. We are committed to training behavioral health professionals to the highest standards of practice while working within a culture of support and mutual respect.

### **POSITION: BEHAVIORAL SPECIALIST**

### **SUPERVISOR: PROGRAM MANAGER OF BEHAVIORAL CONSULTING SERVICES**

### **MINIMUM QUALIFICATIONS:**

1. Bi-Lingual in Spanish or Chinese (Oral and Written) preferred
2. Bachelor's Degree in psychology or related field (e.g. social work, education)
3. Prior experience working with children and/or adults with Development Disabilities preferred
4. Knowledge in applied behavior analysis and/or Cognitive Behavioral Therapy
5. Ability to work independently
6. Flexible time (including evenings or weekends) to travel and schedule appointments, a valid California Driver's License, and a reliable vehicle and auto insurance

### **RESPONSIBILITIES:**

1. Conduct behavioral assessment and develop intervention plan for children and adults with developmental disabilities.
2. Provide behavioral consultation and training to parents and caretakers of developmentally disabled children and adults. Services are provided Alameda and Contra Costa Counties.
3. Develop written behavioral plans in English and Spanish if bilingual.
4. Provide organizational and behavioral consultation to residential care homes.
5. Attend weekly individual supervision (1 hour) and departmental training seminar (3 hours).
6. Complete documentation related to client care including charting, progress notes, assessment reports, progress reports, and termination reports within specified deadlines.
7. Participate in collaborative meetings with other parties involved in a client's case such as case managers, day program staff and school teachers.
8. Collaborate with the department head on outreach and program development.

9. Complete all billing paperwork in a timely manner.
10. Complete agency specific paperwork when appropriate.
11. Travel offsite to deliver services with approximate 5 hours of travel per week (The Hume Center provides on the job mileage reimbursement).
12. Complete other responsibilities assigned by supervisor.

Please submit your resume to [acopjobs@humecenter.org](mailto:acopjobs@humecenter.org) please indicate in the subject line "BCS-BS"/