

# Mental Health Support Specialist (MHSS) Train-the-Trainer

**Date:** September 18<sup>th</sup>, 19<sup>th</sup>, and 20<sup>th</sup>, 2018

**Time:** 9:00 am - 4:00 pm

Registration is 8:30 to 9:00 am

**Location:** Kennebec Valley Community College  
Frye Conference Room, Frye Hall  
92 Western Ave., Fairfield, ME

**Fee:** There is no Fee for this Training

**SPACE IS LIMITED!**

## **Program Description:**

This is a Train-the-Trainer program to prepare professionals to teach the DHHS-Office of Substance Abuse and Mental Health Services (SAMHS), Mental Health Support Specialist (MHSS) curriculum. This is a recovery-oriented curriculum written from a trauma-informed perspective, intended to reflect best practices in the field. The MHSS course is one of the requirements for MHRT I certification for those providing adult residential care and/or in-home support services. Those who are interested in attending the program must go through an application process.

## **Who Should Apply to Attend the Train-the-Trainer?**

Qualified individuals who are interested in teaching the MHSS curriculum to employees who support people with mental illness. (See list of qualifications on page 2.) *Individuals with lived experience of serious mental health conditions are strongly encouraged to apply.*

## **Expectations:**

Those participating in the three-day training will be required to successfully demonstrate the delivery of a module by the end of the training event. Students should anticipate taking some out-of-class time to prepare their presentations on the final day.

## **Certification Information:**

After successfully completing the MHSS Train-the-Trainer, the trainer will be certified to teach the MHSS curriculum for two years. Thereafter, trainers are required to complete a recertification training every two years. In order to be re-certified, trainers must teach the course at least once per year.

*Sponsored by:*

The Dept. of Health & Human Services, Office of Substance Abuse and Mental Health Services  
in collaboration with the USM, Muskie School of Public Service



Paul R. LePage, Governor

Ricker Hamilton, Commissioner





**DEADLINE**  
August 29<sup>th</sup>

## Mental Health Support Specialist (MHSS) Train-the-Trainer

### Qualifications to Apply:

Those who are interested in attending the MHSS Train-the-Trainer must go through an application process. The MHSS Train-the-Trainer applicant must submit documentation of the following:

- A cover letter describing why you would like to teach the MHSS course. Please also indicate whether you plan to teach the MHSS course for your agency or as an independent trainer;
- An Associate's Degree or higher in a Human Services field and two years of relevant work experience. Preference will be given to people with work experience in adult mental health (such as residential care and/or in-home support services);

*Note:* Five (5) years of relevant work experience may be substituted for the Associate's Degree.

- A certificate showing completion of the MHSS course;
- Documentation of two years of recent experience training adult learners.
- Two current letters of recommendation from an agency administrator, supervisor, or colleague directly referencing your knowledge of adult learning theory; training skills; and understanding of and commitment to concepts of mental health recovery.

### MHSS Trainer Expectations:

A commitment to offer the MHSS training at least once per year and to be part of an ongoing quality assurance program are two requirements of MHSS trainer certification. In addition, individuals with MHSS train-the-trainer certification will need to do all of the following:

- 1) Notify the Center for Learning when they schedule MHSS classes.
- 2) Submit a list of individuals who have successfully completed the class.
- 3) Submit student evaluations for all MHSS courses taught.

*Note:* DHHS – Office of Substance Abuse and Mental Health Services and the Muskie School of Public Service will periodically review and evaluate delivery of the MHSS curriculum.

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**DEADLINE**  
August 29<sup>th</sup>

**Mental Health  
Support Specialist (MHSS)  
Train-the-Trainer**

**MHSS Train-the-Trainer Application Form**

September 18, 19, 20, 2018 – Frye Conference Room,  
Kennebec Valley Community College, Fairfield

Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Agency/Department \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_

**Contact Information**

**Scott Bernier**  
Muskie School of Public Service  
12 East Chestnut St.  
Augusta, ME 04330

Phone: 207-626-5280  
Fax: 207-626-5022  
TTY: 207-626-5282

Email:  
[sbernier@maine.edu](mailto:sbernier@maine.edu)

**Application Checklist**

Please Note...

**No applicant can be scheduled for the course  
until all materials are received and *approved!!***

- \_\_\_\_\_ Cover letter describing why you wish to teach the MHSS course
- \_\_\_\_\_ Resume & academic transcript
- \_\_\_\_\_ Copy of your MHSS certificate
- \_\_\_\_\_ 2 letters of recommendation outlining training experience
- \_\_\_\_\_ Supervisor sign-off on application

Please mail this form, along with your application materials, by **August 29<sup>th</sup>** to the address listed above. Thank you.