Job Posting

**TITLE**
15050 Case Manager

**CATEGORIES**
FTE

**CLASSIFICATION**
Clinical Specialist II

**CLOSING DATE**
Until Filled

**PERCENT OF TIME**
100% FTE

**PERSONNEL CODE**
15050

**PROGRAM**
Outpatient Services

**UNION STATUS**
Professional Bargaining Unit

**SALARY**
$36,916 (Minimum)

**SUMMARY:**
The Clinical Specialist II (CSII) position is responsible for providing a wide array of culturally competent, recovery oriented, trauma sensitive, direct clinical services including assessment, counseling, supportive contacts and referrals serving adults who are struggling with co-occurring mental health and substance use disorders. The CSII provides case management services to the level 5 consumer. The CSII reports directly to the assigned supervisor with overall program supervision provided by the Clinical Team Manager. The position requires a minimum of 1325 service hours annually.

**QUALIFICATIONS**

**ESSENTIAL**

**Education/Licensure**

- Master’s Degree in a related behavioral health field, accruing 3,000 hours of supervised clinical experience.
- Certification (or eligibility) for Medicaid (MA) provider status.

**Experience**

- 2 years of experience in related behavioral health field.
- Experience with use of evidence based practices in mental health.
- Commitment to work toward improving cultural competence as demonstrated by: valuing diversity, recognizing personal limitations in one’s competencies and having the desire to improve.
- Strong commitment to principles of recovery and to facilitating consumer
participation in treatment/service planning and provision.

- Knowledge of evidence based practices for treatment of mental health and co-occurring disorders.
- Experience in community-based mental health and co-occurring assessments, case management, treatment planning and crisis resolution.
- Ability to communicate effectively (both orally and in writing).
- Ability to work effectively with an interdisciplinary team with a positive and creative attitude.
- Ability to work independently and remain organized and efficient.
- Superior ethics and interpersonal boundaries as evidenced by past experience in community based work with related professional references.
- Valid driver’s license and good driving record; access to car and willingness to use it for work (i.e. transporting consumers).

Typical Physical Demands

Requires driving, sitting, standing, light lifting, bending, and reaching; and the ability to use and operate standard office equipment, including computer, calculator, phone, printer, cell phone, facsimile, etc.

Working Conditions

May require evening or weekend hours depending on program and consumer’s needs.

PREFERRED

- Bi-lingual, and/or bi-cultural (Spanish/Hmong/Cambodian).
- Licensure as a Substance Abuse Counselor in Training, Clinical Substance Abuse Counselor or Substance Abuse Counselor.

RESPONSIBILITIES:

A. Provision Of Clinical Services (High Responsibility, 80% Effort)

1. Performs accurate assessments to evaluate mental health and/or co-occurring issues in a culturally competent, recovery oriented, trauma sensitive manner by providing assessments within the context of the consumer’s perspectives and beliefs.
2. Provides a range of clinical services including level of care assessment, service coordination, therapy/counseling, support and referrals in a context that is supportive of the consumer’s culture, values and perspectives.
3. Completes accurate clinical records including intakes, assessments, treatment plans and updates, progress notes, discharge summaries and other information in a timely manner.
4. Works collaboratively with other community agencies to develop and maintain a continuum of care and maintain efficient use of community services.
5. Provides consultation and support related to areas of specialization.
6. Attends Team Meetings and presents consumer cultural and clinical information.
7. Maintains minimum direct and case management service hour expectations.
8. Works collaboratively with team members and takes a leadership role in service planning.
B. Program And JMHC Participation (High Responsibility, 20% Effort)
1. Attends staff meetings, in-services and other program activities as requested.
2. Participates in JMHC committees, trainings and activities as directed and/or approved.
3. Provides consultation to other JMHC programs as necessary.

The above statements are not to be interpreted as an exhaustive list, but are intended to describe the general nature and level of work being performed by this employee.

Applications are available:
- at www.journeymhc.org/careers
- or pickup at Journey Mental Health Center, 625 W Washington Ave., Madison, between 8 a.m. and 8 p.m. Monday-Thursday and 8 a.m. to 5 p.m. Friday

Resumes are NOT accepted in place of completed application forms, but can be attached. Employment is contingent upon a receipt of favorable results of background history and driver’s record check.

Journey Mental Health Center is an Equal Opportunity/Affirmative Action Employer. It is the agency's belief that staff diversity and cultural competence are the foundation for services, which are accessible, effective, and relevant to the diverse needs of Dane County children, youth, families, and adults. Women, disabled, and culturally diverse applicants are strongly encouraged to apply.