Job Title: Clinical Case Manager

Job Description: Individuals in this position are responsible for providing assessment, service planning, and service facilitation for children, youth, and young adults with mental health disorders. These duties are performed in an outpatient setting and are paper-work intensive.

Minimum Qualifications: Master’s Degree in social work, counseling, or a related field from an accredited college or university. Previous work experience in a counseling or case management position is preferred. Excellent written and verbal communication skills are required.

Duties and Responsibilities:
1. Provides assessment and case management services to clients with mental health disorders.
2. Establishes and maintains case files on assigned clients. Documents client contacts in case files and completes case-related documentation and data entry in accordance with Comprehensive Community Services (CCS) standards.
3. Assists clients and family members with the establishment of a diverse treatment team.
4. Meets regularly with clients and members of their treatment team and facilitates these meetings.
5. Evaluates client progress towards achieving their service plan goals and provides advocacy and support as needed to facilitate attainment of these goals.
6. Attends and participates in all CCS and agency required training.
7. Performs other reasonable and related duties as assigned.

Salary & Benefits: Starting salary is $35,000 – 40,000. Benefits include health, life, dental, and disability insurance as well as paid holidays and paid vacation.

Work Hours: This is a 40 hour per week position with office hours Monday – Friday between 9:00a and 8:00p. Some evening hours are required.

To Apply: Submit a resume and cover letter by 4:00pm on Friday June 24, 2016 to:

Briarpatch Youth Services
ATTN: Casey Behrend
2720 Rimrock Road
Madison, WI 53713
or
casey.behrend@briarpatch.org

Briarpatch Youth Services is an Affirmative Action/Equal Opportunity employer.