SOAR Case Management Services, Inc. is a consumer-directed, trauma-informed, wellness and recovery-oriented provider of mental health services, incorporating people with lived experience of mental health disorders in providing direct support.

SOAR is currently hiring for an additional Case Management position. SOAR offers support to consumers through our information, referral and assessment unit/Recovery Dane, Community Recovery Services, Certified Peer Specialist Hub, Case Management unit, Psychiatric Clinic and our Peer Run Respite Home.

The new case manager must have a deep commitment and understanding of the communities that SOAR serves. The position is 30 – 40 hours a week, requires determination, initiative, motivation and the flexibility to respond to the challenges of continuing to develop, implement and manage all aspects of our agency.

Duties will include but are not limited to:
• Maintain communication and consultation with executive director, associate director, psychiatrist and other staff
• Develop and maintain thorough and comprehensive understanding of agency programs: Recovery Dane, Community Recovery Services, Comprehensive Community Services, Psychiatric Clinic, Case Management and the Peer Run Respite Home.
• Complete intake, assessment, treatment plans, wellness plan and monitor progress
• Timely documentation of services provided to consumers
• Services may include: supportive counseling, ADL training, vocational endeavors, financing and budgeting, obtaining and maintaining housing, assisting w/legal problems, medication management
• Help consumer identify and establish natural and professional supports
• Coordinate with other service providers
• Maintain contact with consumer to degree sufficient to monitor and assist recovery
• Monitor and maintain records of Chapter 51 reviews, WATTS reviews and plan reviews
• Create a welcoming, healing, supportive, non-judgmental environment
• Develop a relationship with consumers, supporting them in developing new skills and abilities, access the skills and abilities they have to achieve personal recovery goals, increase independence, empowerment and improve their quality of life
• Attend staffing, supervision and trainings needed per administrative code
• On-call rotation
• Other responsibilities as assigned by executive director

Education and Experience (required)
• Bachelor’s degree in a human services related field or five years of experience in human services
• Well-developed understanding of the principles of Mental Health Recovery, Empowerment, Self-Determination and Cultural Competence and a commitment to implementing these principles
• Demonstrated time and workload management skills-the ability to handle multiple tasks simultaneously, meet time sensitive deadlines and organize workload
• Ability to envision change and work creatively to enhance the mission of the organization
• Proficient in computer skills; electronic documentation and computer-based resources
• Valid driver’s license, good driving record and access to a vehicle
Applicants must pass a caregiver background check.

Education and Experience (preferred)
- Licensed or eligible to become licensed in the next six months as a master’s level mental health provider (MSSW, LMFT, LPC) in the state of Wisconsin
- Wisconsin Substance Abuse Counselor certification (SAC) or Clinical Substance Abuse Counselor certification (CSAC).
- Self-identify as someone with lived experience regardless of diagnosis or treatment
- Experience working with community housing programs, AFH, and CBRF, Crisis Stabilization, CRS and community care centers and hospitals
- Experience working with dually diagnosed clients
- Experience with intake, assessment and creating person centered treatment plans
- Knowledge of Dane County Human Services and community resources
- Bilingual language skills

Benefits/Compensation: Salary commensurate with experience, health/dental, disability insurance and generous vacation/sick, 403b.

SOAR Case Management Services Inc. is an equal opportunity employer. Staff diversity and cultural competence are essential elements of our service provision and our mission to help people recover on their own terms.

Applications accepted through 2/2/15 or until a qualified candidate is hired. Position is to be filled immediately. Please submit a resume and cover letter to:

Attn: Human Resources
Tracy Zemlo
SOAR Case Management Services, Inc
2025 Atwood Ave
Madison WI 53704
Phone: 608-287-0839
Fax: 608-287-0840
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