**SOAR Case Management Services, Inc.** is a consumer-directed provider of community mental health services. SOAR’s mission is to assist consumers in developing their capabilities, talents and aspirations in a culturally competent, trauma-informed and recovery-oriented manner.

SOAR is currently looking to add a **Case Manager** to our dynamic team. SOAR offers support to consumers through our information, referral and assessment unit/Recovery Dane, Community Recovery Services, Certified Peer Specialist unit, Case Management unit, Psychiatric Clinic and Peer Run Respite program/Solstice House.

This is a flexible, full time position which requires autonomy, organization, determination, teamwork, motivation and the flexibility to respond to the needs of our consumers and the community.

**Duties will include but are not limited to:**
- 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
- Create a welcoming, healing, supportive and non-judgmental environment
- Maintain communication and consultation with executive director, clinical specialist, psychiatrist and other staff
- Develop and maintain thorough understanding of agency programs: Recovery Dane, Community Recovery Services, Comprehensive Community Services, Psychiatric Clinic, Case Management and Solstice House
- Complete intakes, assessments and treatment plans
- Complete 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, attending appointments
- Help consumer identify and establish natural and professional supports
- Maintain contact with consumer to degree sufficient to monitor and assist recovery
- Coordinate with other service providers
- Monitor and maintain records of Chapter 51 reviews, WATTS reviews and plan reviews
- On-call rotation
- Other responsibilities as assigned by executive director

**Education and Experience (required)**
- Well-developed understanding of the principles of Mental Health Recovery, Empowerment, Self-Determination and Cultural Competence and a commitment to implementing these principles
- Demonstrated strong organizational, time and workload management skills – the ability to handle multiple tasks simultaneously and meet time sensitive deadlines
- Positive, independent thinker who enjoys collaborative problem solving
- Ability to envision change and work creatively to enhance the mission of the organization
- Strong communication skills – the ability to write and speak in a professional and articulate manner
- Proficient in computer skills; electronic documentation and computer-based resources
- Valid driver’s license, insurance, good driving record and access to a vehicle
- Applicants must pass a caregiver background check.
Education and Experience (preferred)

- Bachelor’s or Master’s degree in a human services related field
- Licensed or eligible to become licensed as a master’s level mental health provider (LCSW, 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 1/4/16 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
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2025 Atwood Ave
Madison WI 53704
Phone: 608-287-0839
Fax: 608-287-0840
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