SOAR Case Management Services, Inc. is a consumer-directed, non-profit, recovery based 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, recovery-oriented manner. The SOAR model of case management has always incorporating people with lived experience of mental health concerns in providing direct support.

SOAR is currently hiring for a Clinical Specialist position. SOAR offers support to consumers through our information, referral and assessment unit/Recovery Dane, Community Recovery Services, Certified Peer Specialist Program, Case Management Unit, Psychiatric Clinic and our Solstice House/Peer Run Respite.

The Clinical Specialist works with the Executive Director to provide leadership and oversight to the organization, is actively engaged in the broader behavioral health and human service community, build and maintains strong relationships other agencies and the community. The Clinical Specialist must have a deep commitment and understanding of the communities that SOAR serves.

This is a full time salaried position, which 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, psychiatrist, other administrative staff in the implementation of the strategic and operational plan
- Develop and maintain thorough and comprehensive understanding of agency programs
- Psychiatric Clinic and Case Manager Supervision
  - Schedule and monitor psychiatric appointments
  - Enter new consumers, discharged consumers and transfers between contracts as needed
  - Coordinate monthly group consultation with psychiatrist
  - Coordinate quarterly clinic meetings
  - Ongoing consultation and supervision of case managers
  - Review and approve treatment plans, crisis stabilization plans and other documentation
  - Monitor Chapter 51/55 and WATTS reviews
  - Assist ED in agency leadership and trainings
  - Assist and back up staff as needed
- Case Management job duties
  - Intake Assessment and Treatment planning - Targeted Case Management, Crisis Stabilization, CRS and CCS plans
  - Timely documentation of services and other paperwork including plans and Chapter 51 reviews
  - Services may include: psychotherapy, ADL training, vocational endeavors, financing and budgeting, obtaining and maintaining housing, assisting w/legal problems
  - Help consumer identify and establish natural and professional supports and coordinating care
- Information, Referral and Targeted Case Management Assessment/Recovery Dane Supervision
  - Weekly meetings regarding intake, referral and assessments
  - Monthly meeting regarding consumers receiving peer support through Community Recovery Services
  - Ongoing consultation and supervision of coordinators and certified peer specialist
- Community Recovery Services Supervision
- Comprehensive Community Services licensed mental health professional team member
- Intern Oversight - Interview, identify placement within organization and supervision
- Other responsibilities as assigned by executive director

**Education and Experience (required)**
- Licensed or eligible to become licensed in the next six months as a master’s level mental health provider (LCSW, LMFT, LPC) in the state of Wisconsin
- Demonstrated time and workload management skills-the ability to handle multiple tasks simultaneously, meet time sensitive deadlines and organize workload
- Proficient in computer skills; electronic documentation and computer-based resources
- Valid driver’s license, good driving record and access to a vehicle
- Must past criminal, caregiver licensing background check

**Education and Experience (preferred)**
- 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
- Management experience in the nonprofit sector, preferably in behavioral health
- Experience working with dually diagnosed clients
- Ability to speak more than one language, ideally Spanish speaking

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 7/17/15 or until a qualified candidate is hired.** Position is to be filled immediately. Please submit a resume and cover letter to:

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