



Clinical Specialist/Case Manager – CARE

Location: Pierre, SD

Agency: Capital Area Counseling Service

Employment Category: Full-time

Employment Type: Hourly

Wage: \$18.90 - \$22/hr., DOE

Benefits: health, dental and life insurance coverage; retirement participation; paid holidays; and vacation and sick leave

*CACCS is a National Health Service Corps (NHSC) approved site which can provide opportunities for student loan reimbursement.

Position Description

The Clinical Specialist provides mental health support services to adults.

Responsibilities for this position include:

- Provide mental health support services to adult clients within an integrated system of care
- Develop an integrated assessment of client's needs
- Work with the client to create a treatment case service plan, crisis plan, and other clinical documents necessary to outline services being provided
- Facilitate psychosocial rehabilitation individual and group sessions to assist the client to gain or relearn self-care, interpersonal, and community living skills needs to live independently, sustain psychiatric stability and progress towards recovery
- Provide case management services
- Provide crisis assessment and intervention services
- Provide liaison services to facilitate coordination of services with other providers and community partner agencies
- Regularly review and assess client's status with their goals and adjust as needed
- Utilize evidence-based techniques when working with clients
- Complete and maintain documentation required by the State or other funding sources and track all deadlines
- Adhere to all agency policies and state and federal laws regarding confidentiality of medical records
- Ability to work within a team including other community partner agencies and client's family and peers.
- Complete training to be a Medication Administrator and assist with medication monitoring and education

Requirements:

- Minimum of an associate degree in the social sciences or human services field
- Knowledge of mental health services
- Ability to work as part of a team
- Excellent computer skills/proficient in computer applications, specifically MS Office
- Ability to multi-task and prioritize work
- Problem solving skills
- Excellent communication skills, both verbal and written

- Strong organizational skills
- Ability to meet deadlines
- Work hours will include some evening and weekend hours
- May need to use personal vehicle for work-related tasks
- Must have a valid driver's license

To apply go to www.cacsnet.org and complete our application. Email the completed application and your resume to kellie.shuman@cacsnet.org

For questions contact Kellie Shuman at 605-224-5811.