MENTAL HEALTH ASSOCIATION OF ESSEX COUNTY, INC.

JOB DESCRIPTION

POSITION: CASE MANAGER – ASSISTED OUTPATIENT TREATMENT SERVICES

QUALIFICATIONS:
Master’s degree in social work, psychology, counseling or a related field;
Demonstrated experience in working with individuals with severe and persistent mental illness. Experience working with individuals who are diagnosed with a co-occurring disorder.

Able to work a flexible schedule, including evenings, weekend and holiday hours.

Valid driver’s license in good standing.

RESPONSIBILITIES:
Provide on-going monitoring of individuals in the AOTS program to ensure compliance with each court order.

Communicate observations and information regarding each individual to the AOTS Director, AOTS Psychiatrist, and treatment team.

Provide linkage and service coordination to individuals to appropriate/court order treatment modalities.

Assist with obtaining public entitlement and benefits such as Social security, Medicaid, Medicare, welfare, food-stamps and Section 8.

Assist with the integration of mental and physical healthcare and developing a Psychiatric Advance Directive.

Supervise, organize and support recreational and/or socialization activities.

Provide transportation, support counseling, crisis intervention services as needed.

Document observation, information, and services in progress notes.

Participate in staff scheduling, training and orientation;

Facilitate a variety of recovery groups and work with individuals on areas indicated on their WRAP.

Establish and maintain an ongoing therapeutic relationship and case load as skill level permits.

Monitors service delivery to meet program participants changing needs.

Provides case management to individuals.

Provision of direct service support including holiday and weekend coverage as assigned.

Performs other duties as assigned by the AOTS Director.

REPORTS TO: AOTS DIRECTOR

Revised/Reviewed: June 1, 2015.