

TO APPLY, PLEASE FILL OUT THE FORM THAT IS AVAILABLE ON THE WEBSITE AT WWW.CRIDERCENTER.ORG. YOU CAN ATTACH YOUR RESUME THERE. (IF YOU HAVE A COVER LETTER, INCLUDE THE COVER LETTER AND RESUME ALL IN THE SAME DOCUMENT)

**Licensed Behavioral Health Housing Care Manager
Level 4 – Exempt
Location: Wentzville
Hours: Monday-Friday 8:30am-5:00pm
Salary: \$34,200/year**

A. Description

Behavioral Health Housing Care Manager provides direct and indirect care management services to persons served. Job responsibilities include:

Core Responsibilities:

- Provide care management for persons served. 30%
- Provide emergency services for crisis calls/walk-ins. 5%
- Complete treatment plans with persons served. 25%
- Function as part of a multi-disciplinary team and participate in weekly treatment planning meetings. 10%
- Maintain client records, following agency and state regulations. 10%
- Maintain agreed upon level of productivity.
- Will seek culturally competent services and service providers to meet the unique cultural needs of each agency consumer and family member.
- Provide counseling services, if licensed.
- Provide housing assistance for persons served. 10%

Other Responsibilities:

- Conduct telephone screenings when appropriate. 2%
- Complete CPRP assessments when appropriate. 1%
- Be knowledgeable of other human/social services for purposes of referral if the agency is unable to provide a particular service and maintain documentation of such referrals. 2%
- Interface with other human/social services to provide wholistic services to persons served. 1%
- Be knowledgeable of admission criteria for all programs as well as knowledge of Utilization Management criteria. 2%
- Regular attendance (except as excused).
- All other duties as assigned by supervisor. 2%

B. Qualifications

- Master's degree in social work, psychology, counseling, or related field as recognized by the US Department of Education.
- Licensed, LCSW preferred.
- Chauffer's License.
- One year supervised experience.
- Working knowledge of DSM-IV.

C. Supervision

The Behavioral Health Housing Care Manager receives supervision from the Behavioral Health Supervisor - Wentzville.