



DESC Job Description -

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Open: July 17, 2008
Job Title: Intensive Case Manager
Supervised by: HOST Team Supervisor
Salary: \$31,565-\$35,693 CM I – DOQ, Exempt Position
\$36,200-\$40,328 CM II – DOQ, Exempt Position

JOB DEFINITION

The HOST Intensive Case Manager is a member of a multi-disciplinary team responsible for providing outreach, engagement and on-going case management services to homeless and mentally ill adults. Some services will be facility-based, but many will be provided on the streets, in shelters and service centers as assigned.

MAJOR DUTIES AND RESPONSIBILITIES

- Participate as a member of a multi-disciplinary team providing outreach, engagement and on-going intensive case management services to a small case load of homeless adults with severe & persistent mental disorders and/or co-occurring mental health/substance use disorders.
- Conduct intake evaluations and mental health assessments; with client participation, develop support and treatment plans; facilitate linkages to long-term treatment resources when appropriate.
- Assume primary responsibility for coordinating all aspects of clients' support and treatment plans. This includes providing and/or coordinating the following: survival services with a focus on access to food, shelter and clothing; fastest possible acquisition and stabilization of hours; acute and ongoing medical care, psychiatric treatment, financial assistance, criminal justice system coordination, and substance abuse treatment.
- Advocate for clients' access to community resources and services, ensuring that clients' needs are met and rights maintained; consult and collaborate with community providers to ensure continuity of care.
- Develop and maintain strong collaborative relationships with DESC staff and other service and resource organizations to ensure full continuity of care for clients.
- Interact with general client population; intervene in crisis situations with individual clients and screen clients for HOST eligibility when appropriate.
- Participate in education of service community regarding the needs of homeless clients with mental illnesses/co-occurring disorders, techniques of engagement and service provision.
- Provide outreach and engagement services, as assigned, on the streets, in shelters and, on occasion, in outlying King County areas. Efforts are balanced between initial outreach and follow-up activity.
- Develop and maintain cooperative relationships with current programs providing services for homeless and mentally ill persons. Encourage development of new services.
- Participate in psychiatric consultation, supervision, program meetings and in-service trainings; participate in clinical reviews and case conferences for clients on caseload.
- Comply with the agency's clinical accountability policies and procedures; maintain current and complete clinical records; participate in quality assurance reviews when assigned.
- Comply with applicable program research and evaluation procedures.
- Other duties as assigned.

MINIMUM QUALIFICATIONS

- For Case Manager I: BA degree in a social or behavioral science or relevant field. Equivalent relevant experience may be substituted for degree requirement, if necessary to meet specific staffing needs.

- For Case Manager II: Masters degree in a social or behavioral science or relevant field AND two years post-graduate experience with chronically mentally ill adults who have similar backgrounds as DESC clients. Equivalent relevant experience may not be substituted for degree requirement.
- Interest or experience in working with clients who are difficult to engage and refer to traditional programs.
- Proof of Washington Registered Counselor Status, and/or other relevant professional registration/license.
- Ability to communicate and work effectively with staff from various backgrounds.
- Must have a Washington Driver's License and if have a car, current auto insurance.
- Subscribe to the philosophy of cooperation and continuity across programs and of consideration and respect for clients.
- Experience working with adults who are homeless, have a mental illness and substance abuse
- MSW or relevant Masters degree, Bi-lingual English/Spanish, but not required.
- Mental Health Professional preferred

APPLICATION PROCEDURE

E-mail a Cover Letter and Resume (in Word document) to hr@desc.org, or mail to DESC-ICM ATTN: Human Resources, 515 3rd Avenue, Seattle, WA 98104, or fax to (206) 515-1501.

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