



CASE MANAGER I

ORGANIZATION AND MISSION

The East Bay Community Recovery Project (EBCRP) is a non-profit organization in Alameda County that aims to reduce the impact of substance use, mental illness, and incarceration in our community. We have offered a wide range of programs since 1989. EBCRP supports self-sufficiency and wellness of individuals and families by providing comprehensive and integrated services for mental health, substance use and related health conditions while addressing housing and employment.

PROGRAM SUMMARY

The **Transitional Assertive Community Treatment Program (TrACT)** is the dedicated service provider for the Alameda County Behavioral Health Court. The program is contracted to maintain an active caseload of 29 eligible individuals. The goal of BHC TrACT is to divert individuals/defendants to community based treatment services rather than further incarceration. The program is funded through Alameda County Behavioral Health Care Services, MHSA Prop 63 funding, and provides housing and wraparound supportive services to persons who have a history of excess utilization of mental health and criminal justice systems in Alameda County. Key features of the program are the voluntary nature of the services, the partnership with clients and families, service intensity, 24/7 coverage, the foundation of wellness and recovery principles and practices, and the commitment to do “whatever it takes”, utilizing the creativity of a multi-disciplinary, full team approach.

POSITION SUMMARY

We are seeking a case manager who will be an integral part of the Forensic ACT Programs. The primary role of this position is to provide, in partnership with the client, community based intensive wrap-around support services. This includes internal program referrals to one of the team members such as housing, employment, educational activities, therapy, nursing, psychiatry and peer counseling. The case manager will also support the client in accessing any community based services including public benefits, primary health care services, etc. These comprehensive services will be utilized based on client need and will be identified in partnership with the client to develop their individualized service support plan. A primary function of this position is to support the client in their development of the necessary skills (social rehabilitation) for living a healthy and independent life in their community. This position reports to the Assistant Program Manager/Clinical Coordinator.

DUTIES & RESPONSIBILITIES

- Upon enrollment each client will work closely with a case manager who will initially coordinate services with the team and other service providers in the community.
- The case manager will support the clients in their development of the necessary skills (social rehabilitation) for living a healthy and independent life in their community.
- The case manager, with assistance from other team members, will collaborate and coordinate with court personnel, jail mental health providers, residential providers, and other service providers as needed.

- The case manager, in coordination with other team members will support clients in attending and returning to court as required by the terms and conditions of release. Additionally, a program case manager will support clients in returning to the community when being released from jail.
- The case manager will provide services located at the county jails for purposes of social rehabilitation, case management, outreach and other services.
- Maintain client charts in accordance with EBCRP and Medi-Cal standards for assigned clients with a minimum of 90% compliance. Staff will maintain 60% productivity. Ensures accurate and complete documentation and subsequent data entry when required.
- Participate actively in daily Morning Meetings, weekly program case conference meetings, and agency staff meetings and trainings as recommended by supervisor.

SPECIFIC COMPETENCIES REQUIRED

- Must be a self-starter with excellent follow-through skills and able to work with moderate supervision
- Must have ability to work with diverse staff, clients, and volunteers
- Must have a welcoming attitude
- Commitment to and passion for our agency's mission
- Exceptional organizational skills with reliability and consistency in work performance
- Ability to work collaboratively with individuals(s) in other teams, divisions, and organizations
- Solution focused
- Ability to maintain a professional demeanor with great interpersonal and communication skills

SKILLS AND QUALIFICATIONS

- Prefer that candidate have a Bachelor's Degree in Social Work and a minimum four years of case management experience, or a Master's degree in a related field of psychology with two years of case management experience, or Masters level intern needing hours towards licensure
- Demonstrated understanding of substance abuse and mental health issues and their effects on incarcerated or formerly incarcerated individuals
- If offered the position, employment will be contingent upon passing the motor vehicle history, criminal background, and pre-employment drug screenings.

PHYSICAL REQUIREMENTS

- Ability to lift 10 lbs regularly
- Ability to perform routine bending/stooping while filing
- Ability to perform routine twisting/reaching while working at computer/desk
- Ability to perform routine and extensive walking/standing during course of the day

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this position. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and, skills required of personnel so assigned.

COMPENSATION

Annual salary \$48-50K, DOE. This is a full-time, exempt and benefitted position. EBCRP offers health insurance, dental insurance and retirement contribution. In addition, professional development

benefits include clinical supervision and regular training.

CONTACT

EBCRP is an equal opportunity employer strongly committed to hiring a diverse and multicultural staff. If interested in this job opening, please send a resume and cover letter via email or fax to: employment@ebcrp.org or # 510-446-7191. **No phone calls please.** To learn more about the Agency, please visit us at www.ebcrp.org.