



CLINICAL CASE MANAGER/MENTAL HEALTH COUNSELOR CENTER ON JUVENILE AND CRIMINAL JUSTICE

The Center on Juvenile and Criminal Justice (CJCJ) is a private non-profit organization whose mission is to reduce society's reliance on the use of incarceration as a solution to social problems. We do this through the provision of programs to persons facing imprisonment, education efforts about imprisonment and its effect on people, and technical assistance to entities wishing to establish and/or evaluate programs working with those facing imprisonment. For more information, visit our website at www.cjcj.org.

Intensive Home Based Supervision (IHBS) is a neighborhood based multi-service intervention and treatment program for high risk, repeat offenders who have been returned to their homes and communities on juvenile probation. The program centers on community involvement and the coordinated delivery of community services.

CJCJ, in collaboration with Seneca Center, provides Wrap-around services to youth and families for the purpose of building a safer and more stable and supportive home environment for juvenile justice involved youth, returning to the community or at-risk of out of home placement. The Wrap-around Service Model is based on set principles of care which are aimed at stabilizing a youth and family by providing direct clinical interventions and pulling formal and informal supports together for the common purpose of addressing safety concerns, chronic and acute mental health needs, and other identified needs which present as barriers to a client being successful in their community.

CJCJ is seeking an enthusiastic, hourly, qualified Clinical Case Manager/Counselor who can start as soon as possible. Great opportunity for Interns or Trainees who are interested in gaining clinical hours towards licensing. This position will carry a caseload from both of the programs listed below:

JOB DESCRIPTION

- Carry a mixed caseload of Wrap-around and IHBS clients
 - For each client, provide services through 3 face-to-face contacts a week
 - Complete all Medi-Cal records and billing documentation and in accordance with documentation standards set forth by the agency and the San Francisco Department of Public Health
 - Perform case coordination and advocacy
 - Accompany clients to appointments and perform outreach and interventions for clients
 - Maintain accurate case files and records, including client progress notes and logs, in accordance with SF
 - Department of Public Health documentation compliance guidelines
 - Complete and file Court reports and/or Probation reports in a timely fashion
 - Attend client court hearings and provide testimony as needed
 - Develop relationships with community based service providers, juvenile probation department personnel, public defenders, and the juvenile courts
-
- Participate in staff meetings, agency meetings and staff trainings

~ Changing lives. Changing systems. Changing the future. ~

- Carry out all assigned responsibilities in a professional manner
- Understanding of client confidentiality and HIPAA guidelines
- Other duties as assigned.

QUALIFICATIONS

- Master's Degree or a Bachelor's Degree in Social Work, Psychology, or related field experienced preferred
- Experience working with juvenile justice involved youth and families and/or mental health preferred
- Bilingual in English and Spanish preferred
- Knowledge of community-based service providers
- Ability to work with people from diverse backgrounds; strong interpersonal communication skills
- Ability to work under pressure; good sense of humor
- Ability to work independently as well as in a team setting
- Detail-oriented with good organizational skills
- Basic computer skill
- Passion for social justice work
- As a mental health counselor, you are required to maintain a valid driver's license and maintain access to a registered and insured vehicle to use in carrying out your job duties.
- Must be able to pass background check for working with youth.

This position reports directly to the CJCJ Director of Mental Health. This is an hourly position between 30-40 hours per week with excellent comprehensive benefits that starts upon hiring. Clinical supervision can also be offered as part of the position. To apply, send your resume to cjcjoffice@gmail.com with "Clinical Case Manager" in the subject line.

WOMEN, PERSONS OF COLOR, DIFFERENTLY ABLED PERSONS, AND INDIVIDUALS WITH PAST INVOLVEMENT IN THE JUSTICE SYSTEM ARE ENCOURAGED TO APPLY