

UNION SETTLEMENT

EMPLOYMENT OPPORTUNITY

Union Settlement Association is an on-the-ground resource for East Harlem residents of all ages, and a passionate advocate for the needs of underserved communities. Since opening our doors in 1895, we have brought education, wellness and community-building programs to our neighborhood, empowering New Yorkers with opportunities to better their lives. More than 350 staff work in our organization, and our services impact 10,000 people every year. By helping our neighbors realize their goals, we build the vitality and success of East Harlem. For more information about Union Settlement, please visit our website at www.unionsettlement.org.

Position: Intensive Case Manager
Department: Mental Health Services
Reports to: Children's Blended Case Management Coordinator
Hours: Full-Time

Responsibilities:

- Link mentally disabled clients to broad range of services essential to successfully living in a community setting.
- Support social, educational, medical, mental health, and psychiatric medication compliance.
- Ensure proper documentation, timely assessments, reassessments, case management plans, and progress notes.
- Provide crisis intervention.
- Provide treatment planning and contracting.
- Develop an inventory of resources for clients.
- Advocate for additional resources or for access to resources, as necessary.
- Monitor progress towards the clients' overall rehabilitation goals.
- Identify problems that prevent clients from accessing or attending needed services and develop strategies for solving these problems.
- Determine the need for auxiliary services, i.e. financial benefits, legal, housing, educational, etc.
- Develop service plans in collaboration with the client and caregiver.
- Attend provider meetings.
- Additional duties as assigned by supervisor.

Qualifications:

- Bachelor's Degree in social work, psychology, nursing, rehabilitation, education, occupational therapy, physical therapy, recreation or recreation therapy, counseling, community mental health, child and family studies, sociology, or speech and hearing; or a New York State Teacher Certification (which requires a Bachelor's Degree); or a Bachelor's Degree and New York State licensure and registration as a Registered Nurse.

- At minimum four years experience in providing direct services to mentally disabled consumers or linking mentally disabled consumers to a broad range of services essential to successfully living in a community (e.g., medical, psychiatric, social educational, legal, housing and financial services).
- A master's degree in one of the listed fields may be substituted for 2 years of the required experience.
- Bilingual (English/Spanish).
- Excellent computer skills.
- Excellent organizational ability and interpersonal skills.

To Apply:

Please send Cover Letter, Resume, References, and Salary Requirements to:

jobs@unionsettlement.org

Please indicate Bilingual Intensive Case Manager in subject of e-mail.

Resumes without salary requirements will not be considered.

UNION SETTLEMENT ASSOCIATION IS AN EQUAL OPPORTUNITY EMPLOYER