

Community Youth Services is recruiting for a full-time Clinical Case Manager for its Foster Care program. This position is responsible for the case management of Behavior Rehabilitation Services Foster Care and Residential Care clients.

STARTING SALARY: \$17.37 – \$17.86

POSITION QUALIFICATIONS:

1. Bachelor's degree in Social Work or closely related field and 3 years' experience in foster care, family systems, residential treatment and/or with children and families who have been traumatized by abuse, neglect and/or domestic violence
OR
Master's degree in Social Work or closely related field and 1 years' experience in case management in foster care, residential treatment or with children who have traumatized by abuse, neglect, domestic violence,
2. Valid TB test results within the previous 12 months prior to hire or the ability to obtain a negative TB test within 30 days of employment, and
3. The ability to handle confidential materials in a professional manner.

AGENCY QUALIFICATIONS:

1. The ability to pass an extensive background check with no history of conviction or perpetration of child abuse or physical harm to another person,
2. Professional and personal conduct that maintains a personal and professional background so that criminal history remains free from unlawful conduct. Certain crimes may disqualify employees to have unrestricted access to children or vulnerable populations in accordance with Department of Social Health and Services policy and Washington State law. Professional or personal conduct that causes this clearance to be suspended or denied will result in suspension and/or termination of employment. (Pursuant to RCW 43.43.832, 43.43.832(7), 43.43.834, 43.20A.710 and WAC 388-06.),
3. A valid Washington State Driver License with a six-year good driving record. The ability to pass and maintain a clean driving records check. Professional or personal conduct that results in a restricted or denied driving status could result in termination of employment,
4. Proof of personal auto insurance levels at or above a \$100,000/\$300,000 combined single limit must be provided once offer of employment is accepted,
5. A sensitivity and responsiveness to the cultural differences in the organization's employment and service population,
6. Must possess, or obtain within 30 days of employment CPR/1st Aid/Bloodborne Pathogen certification, and
7. Strong interpersonal skills, including the ability to work as part of a team. (EOE).

RESPONSIBILITIES AND RELATED TASKS:

A. Direct Services

1. Works with FC Program Director and DCFS caseworkers to process initial referral information,
2. Gathers information from appropriate sources to aid in the placement decision,
3. Participates with the program staff and licenser in the screening of foster families referred,
4. Provides crisis intervention to foster families to mediate problems and ensure successful placements,

5. Provides or arranges client transportation when necessary,
6. Provides individual and family counseling and crisis intervention services,
7. Meets with clients in the absence of the family therapist as needed,
8. Develops a multi systemic treatment team for each youth and family, and
9. Provides therapeutic services to youth families and groups as needed.

B. Case Management

1. Coordinate client services with Program Coordinator, DCFS, schools, medical staff, natural families, juvenile courts, foster families, and other service providers in order to provide comprehensive services to clients,
2. Participates in the on-call rotation system,
3. Collects source information in an intake process to make appropriate decisions regarding placement,
4. Facilitates treatment team meetings to develop, implement and monitor goal-directed, comprehensive treatment plans for each client. Disseminate meeting information to attendees,
5. Represents the youth and their families at court hearings when needed,
6. Schedules and participates in case reviews on a 30-day basis in order to assess progress and update treatment plan,
7. Acts as liaison between foster family and natural family in order to facilitate effective communication,
8. Facilitates permanency planning for youth including relevant searches, adoptions, and guardianships,
9. Facilitates case-aid services to youth and families as needed, and
10. Assures that performance based outcomes are achieved.

C. Record Keeping

1. Creates and maintains files on each client and foster family in accordance with state licensing requirements,
2. Completes monthly and quarterly documentation as required, and
3. Assumes responsibility for submitting client tracking forms for foster care payment, wrap-around services and after-care services.

D. Professional Development

1. Attends all staff meetings in order to contribute to program development and update on agency issues,
2. Attends scheduled in-service training in order to develop professional skills,
3. Provides staff, foster parent, and community trainings, and
4. Meet with supervisor on a quarterly basis for supervisory meetings.

Check out our benefit package on our website
<http://www.communityyouthservices.org/employment.shtml>

ALL ITEMS MUST BE SUBMITTED IN ORDER TO BE CONSIDERED FOR THE POSITION:

1. Resume and cover letter
2. CYS Employment Application <http://www.communityyouthservices.org/employment.shtml>
There are two versions on our website – a fillable Word version and a printable pdf version. You can submit either one.

Email documents to hr@communityyouthservices.org and reference Clinical Case Manager in the subject line.

You will need to submit a driver's abstract before an interview will be scheduled.

** No phone calls please.