



## JOB DESCRIPTION

<b>TITLE:</b>	Clinical Case Manager
<b>CLASSIFICATION:</b>	Exempt/Full Time/40 hours per week
<b>IMMEDIATE SUPERVISOR:</b>	Program Director
<b>PROGRAM/DEPARTMENT:</b>	Child & Adolescent Outpatient Services

### **SUMMARY OF POSITION RESPONSIBILITIES:**

Under the supervision of the Program Director, the Clinical Case Manager will provide a variety of services including child consultation, childhood assessments, primary therapy and program services to children and adolescents age 0 – 25 years.

### **GENERAL DUTIES:**

1. Provides psychosocial assessment, crisis intervention and supportive services to children, adolescents and their families
2. Develops and implements treatment plan/community linkages related to psychosocial needs and adjustment to illness in collaboration with interdisciplinary team members.
3. Provide crisis intervention and treatment in public housing projects including Alice Griffith, Sunnydale, Hunter's View, Plaza East, Hayes Valley and Bernal Heights.
4. Provide treatment and support to children of incarcerated parents, formerly incarcerated youth and their families.

### **Knowledge, Abilities and Skills:**

1. Master's degree in Psychology, Social Work, Counseling, or other related social/behavioral science required. Demonstrated experience with a range of clients including infants, toddlers, children and teens; ability to assess developmentally appropriate and functionally relevant skills and behaviors.
2. Two years' experience in the treatment of developmental, cognitive, social and emotional issues including diagnostic evaluations and delivering primary therapy to children and adolescents.
3. Documented experience with Functional Behavioral Assessments and ACE.
4. Clinical competency in providing counseling, therapy, crisis intervention, assessment, ISP development, psycho-education, behavioral interventions, Functional Behavioral Assessments, case management and referrals to individuals and their families/care providers.
5. Experience with the use of direct measures of skills and direct measurement of intervention implementation to evaluate intervention effects.
6. Ability to assist community programs and teachers to select technically adequate measurement tools and decision criteria to support Individualized Education Program IEP.

7. Must be able to work within a multi-disciplinary team, in a multi-cultural/multi-ethnic environment.
8. Self-directed, assertive and creative in problem solving, systems planning and patient care management in a high volume work environment.
9. The ability to work flexible hours, which could include evenings and weekends.

**Licenses/Certification:**

- Registration or licensure with the California Board of Behavioral Sciences or Board of Psychology.

**Other Requirements:**

As a Westside team member you represent Westside Community Services. Other desired characteristics include being sensitive to the needs and committed to the cultural relevancy of services. Two (2) years post M.A. clinical experience in mental health/substance abuse services and experience in working with at-risk populations preferred, especially children and families.

**PHYSICAL AND VISUAL ACTIVITIES:**

Mild to medium to heavy work requiring prolonged or repeated standing, walking, climbing, stooping, kneeling, crouching, lifting, carrying to a maximum of up to 50 lbs.

*Physical and visual activities that is commonly associated with the performance of the essential functions of this job. "Commonly associated" is not intended to mean always or only. There may be different experiences that suggest other ways or circumstances where reasonable changes or accommodations are appropriate.*

**SCHEDULE:** TBD

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*Westside Community Services provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, height, weight, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. Westside Community Services complies with applicable state and local laws governing non-discrimination in employment. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.*

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I have read and received a copy of the above job description.

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Signature

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Date