



Clinical Specialist – Case Manager

Location: Brookings, SD

Employment Category: Full-time

Employment Type: Hourly

Wage: \$15 - \$17/hr DOE

Position Description

Provides mental health support services to adults.

Principal Duties and Responsibilities

- 1) Provide mental health support services to adult clients within an integrated system of care.
- 2) Develop an integrated assessment of client's needs
- 3) Work with the client to create a treatment case service plan, crisis plan, and other clinical documents necessary to outline services being provided.
- 4) Facilitate psychosocial rehabilitation individual and group sessions to assist the client to gain or relearn self-care, interpersonal, and community living skills needed to live independently, sustain psychiatric stability and progress towards recovery.
- 5) Provide case management services.
- 6) Provide crisis assessment and intervention services.
- 7) Provide liaison services to facilitate coordination of services with other providers and community partner agencies.
- 8) Regularly review and assess client's status with their goals and adjust as needed.
- 9) Utilize evidence-based techniques when working with clients.
- 10) Complete and maintain documentation required by the State or other funding sources and track all deadlines.
- 11) Adhere to all agency policies and state and federal laws regarding confidentiality of medical records.
- 12) Ability to work within a team including other community partner agencies and client's family and peers.

Required Knowledge, Experience or Licensure

- 1) Minimum of an associate degree in the social sciences or human services field.
- 2) Knowledge of mental health services.
- 3) Ability to work as part of a team.
- 4) Excellent computer skills/proficient in computer applications, specifically MS Office.



- 5) Ability to multi-task and prioritize work.
- 6) Problem solving skills.
- 7) Excellent communication skills, both verbal and written.
- 8) Strong organizational Skills
- 9) Ability to meet deadlines.
- 10) May need to use personal vehicle for work-related tasks.
- 11) Must have valid driver's license, reliable operating transportation, and proof of current auto insurance.