

LINKS OF HOPE

JOB DESCRIPTION

CASE MANAGER, LEVEL II

QUALIFICATIONS:

- (1) All employees must be committed to the mission of Links of Hope
- (2) Master's Degree in Counseling or related field, CAP desired
- (3) Employee must have experience in a church environment

KNOWLEDGE, SKILLS AND ABILITIES:

Experienced in individual and family counseling, familiarity with community resources. Demonstrate empathy, compassion and discernment. Ability to work with a team.

REPORTS TO:

Executive Director

CONSULTS WITH:

Clinical Supervisor, Brevard Family Partnership Staff

SUPERVISES:

PERFORMANCE RESPONSIBILITIES:

- (1) Meet with Clients referred by Family Team Partnership (Brevard Family Partnership), others at direction of Executive Director.
- (2) Visit Clients in their homes unless otherwise agreed.
- (3) Counsel with clients, establish therapy plan, make referrals to appropriate additional resources, especially other LOH services.
- (4) Submit weekly reports on client visits and other reports as required.
- (5) Meet with staff for sharing, in service training, etc at direction of Executive Director
- (6) Meet with Brevard Family Partnership staff for Family Team Conferences, etc.
- (7) Other duties as assigned by Executive Director.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the Board of Directors approved plan. Length of work day and hours of employment shall be those necessary to meet requirement of the position.

EVALUATION:

Performance will be evaluated by the Executive Director in coordination with the President of the Board of Directors and the Executive Committee in accordance with assigned responsibilities.