

Community Recovery Services Coordinator

The person hired for this position will form a collaborative team with the current CRS Coordinator, and will share responsibility for developing and managing all aspects of the Community Recovery Services Medicaid benefit under the auspices of the Dane Co. Dept. of Human Services. This position is full-time, challenging, and requires determination, initiative, and the flexibility to respond to the challenges of continuing to develop and implement a new program. Position requires a valid driver's license and access to a vehicle. Benefits/Compensation – Salary commensurate with experience, health/dental, disability insurance, generous vacation/sick, 401k.

ATTRIBUTES (Required)

Demonstrated commitment to performing quality work and delivery of competent, efficient, and quality human services

Well-developed understanding of the principles of Mental Health Recovery, Empowerment, Self-Determination, and Cultural Competence and a commitment to implementing these principles in one's own work

Demonstrated ability to work with a great deal of autonomy, applying critical thinking and advanced problem solving skills, while functioning as part of a coordinated team and complying with set regulations / requirements

SKILLS (Required)

Demonstrated time and workload management skills – the ability to handle multiple tasks simultaneously, meet time sensitive deadlines, and organize workload

Highly developed oral and written communication skills; attentive and active listener

Proficient in basic computer skills; electronic documentation and computer-based resources

Working knowledge of Medicaid and/or State or County funded human services

Knowledge of mental health diagnoses and conditions, appropriate supports & interventions, and of psychosocial rehabilitation

EXPERIENCE AND EDUCATION (Required)

Bachelor's Degree in Social Work or related Human Services field or at least 3 years equivalent employment experience working with people who have serious and persistent mental illness

OTHER QUALIFICATIONS (Preferred)

Experience with Medicaid contracted providers or Medicaid contracts

Skilled in assessments or motivational interviewing

Experience with the Dane County human services system

SOAR Case Management Services Inc. is an equal opportunity employer. Staff diversity and cultural competence are essential elements of our service provision and our mission to help people recover on their own terms.

Please submit resume to:

Tracy Zemlo
2132 Fordem Ave.,
Madison, WI 53704
tracyz@soarcms.org