



AIDSAlabama
Housing Is Healthcare

Job Description ~ Open Position

LIVING WELL

MENTAL HEALTH CASE MANAGER

Reports to	Living Well Program Coordinator
Benefits Include	Zero cost for single/individual BCBS medical, life, AD&D, STD, and LTD; Cafeteria Plan (FSA & DCA); optional dental and vision; retirement with 50% match; generous paid time off and extended leave; 15 recognized holidays; and more.
Salary Range	\$36,216 (limited experience) - \$41,016 (significant experience).
Minimum Requirements	Bachelor's degree in social work or human services; License eligible; Experience providing services to individuals experiencing problems related to mental health, substance abuse, and homelessness; Must be comfortable working with consumers in various community settings; Current/valid Alabama driver's license, acceptable auto insurance limits, good driving record, and proof of COVID-19 vaccination(s); Must successfully complete pre-employment process.
Preferred Qualifications	LBSW/LMSW; Experience providing Trauma-Informed Care, Motivational Interviewing, and/or Harm Reduction services.
Overall Mission	To provide case management for consumers enrolled in the Living Well Outpatient Center.

Areas of Responsibility

1. Provide case management assessment, planning, services and community outreach with homeless and previously homeless individuals with substance abuse, mental health, and/or co-occurring problems.
2. Provide individual and group vocational, educational, and recovery support services.
3. Work as a vital member of the treatment team, attending all relevant meetings and agency events.
4. Complete all documentation and billing procedures as required by Alabama Medicaid Targeted Case Management, Alabama Department of Mental Health, and Ryan White Program standards.
5. Work closely with consumers and community housing resources to obtain housing stability for consumers; support previously homeless consumers in maintaining stable housing.
6. Maintain close contact with other treatment providers, within the agency and the community, to promote the smooth integration of Living Well services with other providers.
7. The case manager will have a designated workspace at the Living Well Outpatient Center; however, they will spend some time within the community meeting with/assisting clients and meeting with members of various community programs.
8. Other duties as assigned.

Work Environment

1. Schedule: Work hours are full-time, and occasionally include nights, weekends, and travel.
2. Physical: May lift up to 50 lb. occasionally; long periods of standing, stooping, bending, and sitting. Employee must be able to climb stairs, able to read documents and respond to written and electronic communication, and able to hear and understand the English language.
3. Cultural: Must be comfortable working with individuals and/or family members living with HIV (or other STIs), as well as those with impaired cognitive behaviors, individuals experiencing homelessness, LGBTQ individuals, and members of various racial/ethnic communities.

Overall Expectations

Represent the agency through all methods of communication in a way that reflects the agency's mission. Adhere to all AIDS Alabama, Inc. Policies, Procedures, and Guidelines (including, but not limited to, Human Resources, Finance, Operational, and Housing) as presented and as adapted. Establish a strong, solid line of communication with all levels of employees and external business partners. All employees are expected to perform and communicate openly, effectively, and professionally with staff members, consumers, and external business partners.

Must be willing and able to complete all trainings in obligatory timeframes. All employees are expected to perform in a mature, professional, business-like manner. Participation in agency activities, testing events, and fundraisers is expected as necessary and requested. Be aware that breach of confidentiality is grounds for dismissal. This job description can be modified to reflect additional tasks.

AIDS Alabama expects staff to create a safe space in which all people are valued, respected, and treated with dignity; sexuality is accepted as a healthy part of being human. In such a space, all people would be celebrated for who they are and provided with the economic, educational, and social opportunities to reach their full potential.

AIDS Alabama is an equal opportunity employer

Employee's signature

Date

Human Resources signature

Date