

❖ Community Care Case Managers:

Title:	Community Care Case Manager
Reports to:	Regional Community Care Supervisor
Education/ Experience:	Requires a BA or BS in human services or a related field with at least 3 years' experience in child welfare.
Job summary:	<p>Engage, assess, connect, and protect the families and children referred to Community Care. Promote health, safety, maximum client growth, and community integration in accordance with Mid-Iowa Family Therapy Clinic, Inc., and Community Care policies and federal, state, and other licensing, accreditation and regulatory agencies, standards and regulations.</p> <p>Scheduling flexibility to work variable hours, which may include evenings and weekends, as necessary to meet contractual expectations for billable units and to carry out all other duties and responsibilities; maintain on call availability as needed to ensure timely and appropriate response to emergencies/crises of persons served.</p>

Duties and responsibilities:

- Work directly with families at risk of child abuse or neglect that have been referred through Community Care, including families from a wide range of cultural, racial, and ethnic groups and those with Limited English Proficiency (LEP).
- Assess individual child's needs, family functioning, and potential child and family risk factors.
- Respond to the needs of Community Care families in crisis.
- Connect families to a wide-range of community resources and services that are responsive to their presenting needs at the time of referral in keeping with community standards of care and evidenced-based research.
- Connect families to a wide-range of community resources and services that are responsive to the longer term needs of the family, in an effort to reduce recurring child abuse and neglect in keeping with community standards of care and evidenced-based research.
- Based on the level of triage, may deliver the following:
 - Family Team Decision Making meetings.
 - Crisis based services
 - Referral source
- Completes required reports/work documents in timely manner, according to Regional Community Care Supervisor directives and in compliance with Mid-Iowa Family Therapy Clinic, Inc., policies and procedures.
- Adheres to mandatory reporter, confidentiality, and social work ethics guidelines.
- Participate in team, supervision, case consultation and trainings.
- Create and self manage time, organization, schedule to meet client needs, duties, and responsibilities.

Other related duties:

- May engage in research.
- May participate in committees on temporary basis.
- May participate in special projects.
- Performs other duties as assigned by Regional Community Care Supervisor/Project Director.
- Demonstrate knowledge of theories, methodologies, techniques and federal and state laws pertinent to child welfare issues and clinical interventions as well as knowledge in these areas:
- Demonstrates knowledge of guidelines for mandatory reporters, ethics for Iowa social workers, and confidentiality practices.
- Computer word processing skills.
- Demonstrates knowledge of the principles and methods of data collection, record keeping, and report preparation, proper English usage, grammar, punctuation and spelling.
- Provide appropriate individualized assessments, interventions, and methodologies consistent with Mid-Iowa Family Therapy Clinic, Inc.'s, mission, policies, procedures, directives and expectations to promote the health, safety, maximum growth, and community integration for each client.
- Work independently, managing time effectively to complete work documents in a timely manner, and to fulfill all other responsibilities.
- Demonstrate strong interpersonal skills.
- Demonstrate understanding of importance of empowering families.
- Demonstrate the ability to assess child and family safety and a commitment to family stability.
- Demonstrate cultural awareness and competence, commitment to empowerment of families and willingness to work in a high demand work situation that requires flexibility and innovativeness.
- Maintain effective audiovisual discrimination and perception for: reading, writing, operating assigned equipment/vehicles, organizing and processing work.
- Speak to persons served, their families and staff clearly with poise and confidence, using correct English, acquiring alternative communication skills as needed to speak with persons served.
- Market Mid-Iowa Family Therapy Clinic, Inc., and Community Care Services.
- Accept feedback, direction, and training from Community Care Supervisor, taking responsibility or setting up and following through with meetings on a regular basis.