

## **MURRAY COUNTY, GEORGIA**

### **CLASSIFICATION DESCRIPTION**

**CLASSIFICATION TITLE:**

**Clinical Case Manager, Mental Health Court, Conasauga Circuit**

\$38,000 to \$50,000 full time/grant funded

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#### **Position Summary**

The function of the Clinical Case Manager is to provide day-to-day individual case management planning and conduct group therapy session as well as other related duties for program participants. The Clinical Case Manager should work well in a team setting and demonstrate excellent leadership qualities.

#### **Essential Duties and Responsibilities**

*The following are normal for this position and are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

This position works directly under the supervision of the presiding Judge and/or Coordinator and assists with coordinating, arranging and administering the various facets of the Mental Health Court program; interacts with program participants, including providing a variety of assessments/screenings on potential candidates, Conduct group therapy session and provided individual sessions as needed; monitoring program compliance and progress throughout the program; case management services including individual treatment planning (initial and discharge) and referrals for ancillary services; attends team staffing and court sessions; interacts with judicial officials, other judicial branch employees in various aspects of program operations; prepares reports and correspondence related to program activities; maintains records of program participants; assists the Coordinator in developing policies, procedures and guidelines for program; coordinates special projects, events and activities as assigned; develops and initiates various reports from the program case management system and assists with all reporting requirements when needed.

#### **Desirable Knowledge and Skills:**

- Knowledge of mental illness, relapse prevention, substance use/addiction and case management practices;
- Knowledge of community treatment providers and services, including treatment modalities and evidence-based curriculum (CBI-SA, MRT, T4C);
- Knowledge of social and psychological issues regarding substance use and addiction;
- Skill in interpersonal communications in a collaborative format;

- **Skill in documenting behaviors and maintaining accurate records;**
- **Considerable skill in multi-tasking with efficiency and accuracy;**
- **Considerable skill in working independently in a fast paced, stressful environment.**
- **Conduct pre-screen eligibility assessment and interviews with candidates and family (or other support) for Accountability Court to determine placement of services and ancillary needs.**
- **Utilize results from LSI-R, and other information provided by clinician(s) to build case management plan.**
- **Consults with other health professionals and court team members to assure comprehensive, quality care for the participant.**
- **Maintain appropriate documentation and case management records and plans in databases.**
- **Provide status updates for court and actively participate in staffing meetings. Performs other related work as required.**

### **Minimum Training and Experience Required**

Bachelor's degree in Social Work, Psychology, Public Health, Criminal Justice or related field preferred. LAPC, LPC or CAC required. LMSW or LCSW preferred. A minimum of two years of experience working within the criminal justice system, addiction counseling or related field. Prefer direct experience working within an accountability court model, and experience with delivering evidence-based practices. **Preference will be given to those who are certified in Thinking for a Change, CBI- SA and/or MRT. Preference will be given to candidates with at least 1 year of group therapy experience.**

Please submit applications at <http://www.murraycountyga.org/>

*Murray County, Georgia, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*