

# AuSable Valley CMH is looking to fill the position of Adult Case Manager

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The AuSable Valley Community Mental Health Authority has an opening for a Case Manager working with individuals with Mental Illness and/or Substance Use Disorders. Major functions include assessment, service plan development, linking and coordinating of services, advocacy, and service provision monitoring. The ideal candidate will be forward thinking and work to advance the implementation of those programs and procedures that increase the quality of life for those people they serve. The candidate must also possess the ability to work within the guidelines of a highly regulated and confidential environment including HIPAA, Council on Accreditation guidelines, and State and Federal Medicaid regulations. Attention to detail is a must. They must also possess the ability to work autonomously as well as in a team modality. Excellent verbal and written communication skills, as well as computer proficiency, are necessary for success.

**Credentials:** Minimum qualification, bachelors in human services plus QMHP. It is preferred but not required that the candidate will have at least one year experience working with people with Mental Illness/Substance Use Disorder.

Candidates must have attention to detail, time management skills, strong written and oral communication skills, and organizational skills. Candidates must have an understanding of Medicaid guidelines, DSM criteria, and therapeutic interventions. Previous supervisory experience in the provision of mental health/substance use disorder services preferred.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed within the organizational Job Description for this position are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Candidates must be able to work a flexible schedule and travel throughout the Board's coverage area and, at times, around different areas of the state. Possession of a driver's license valid in the State of Michigan, vehicle insurance as required by Michigan Law, and a good driving record; be a U.S. Citizen or have possession of necessary papers allowing holder to work legally within the United States.

A Pre-Employment Background will be conducted for those positions requiring any of the following: Criminal (Both State and Federal Finger Printing), Driving, Educational and Employment record verifications/inquiries.

Persons with Lived Experience with mental illness, intellectual/developmental disabilities or substance abuse disorders are encouraged to apply. EOE.

**Excellent Benefit Package includes:**

PTO (paid time off) Accrual Program

Paid Holidays

BCBS or Blue Care Network Medical Benefits

Health Savings Account option w/Employer Match and Lump Sum Contribution Benefit

Pension Plan

Tuition Assistance Program's

**Competitive Wages:**

Entry Range Floor- \$ 35,200

**Please provide letter of interest, resume, and three professional references to:**

[HR@avcmh.org](mailto:HR@avcmh.org)