

CASE MANAGEMENT SUPERVISOR

Position Description:

The Case Management Supervisor is responsible to provide day-to-day direction and oversight for the supportive services team and to provide case management services and counseling services to program participants as needed. The Case Management Supervisor is responsible for sustaining a consistent theoretical framework through all the services provided to program participants and assuring case manager adherence to program policies and procedures. The Case Management Supervisor provides critical program support responsive to the needs of the Program Director.

Position Responsibilities:

Supervisory Duties:

- Provides hands-on, day-to-day direction and guidance for the Case Managers and the program office.
- Provides supervision of the Case Managers, responsible for the program's adherence to program standards and procedures and support to the Program Director regarding the development and implementation of the case management service delivery approach.
- Provides supervision of the Counselors and support to the Program Director regarding the development and implementation of the counseling program
- Responsible for the development, facilitation and implementation of group activities for families
- Administrative duties, including quality assurance file reviews and reporting needs
- Provides crisis intervention services and support
- Works in collaboration with SLH staff, property management, and community partners to address needs of program participants
- Serve as back-up for the Program Director
- Provides support to the Program Director in recruitment, training, performance review, etc.
- Provides support to the Program Director in the development and implementation of new initiatives.

Case Management / Clinical Duties

- Provide direct support with program participants as needed; may include case management, counseling, coaching or mediation.
- May manage an assigned case load of program participants as needed
- May provide crisis counseling as needed
- Utilize a solution-focused/strengths based theoretical framework to develop and implement treatment plans for adults and children with mental and behavioral disorders, and addictions living at Saint Louis House
- Oversee the development and facilitation of psycho-educational groups for adults and children, and may provide group facilitation and curriculum development.

Job Requirement

This position requires employee to maintain current social work licensure in the state of Texas.