

**Job Posting.**

**Case Manager: Certified Alcohol & Drug Counselor**

Employer: St. Mary's Center  
Salary: 35 hour work week, salary dependent on experience  
Reports to: Director of Homeless Senior Services

**Background: St.** Mary's Center (SMC) has served multi-racial, multi-ethnic poverty-level seniors and young children in West Oakland since 1973. Started as an outreach effort of St. Mary's Church, the Center was separately incorporated as a 501(c)3 in 1992. Our mission is to be a community of hope, justice, and healing that serves at-risk seniors and preschoolers in the heart of Oakland. We strive to improve quality of life through counseling, shelter, nutrition, advocacy and social support. SMC is the primary agency providing outreach and direct support services to homeless, homebound and otherwise isolated seniors in downtown and West Oakland. For more information, please visit [www.stmaryscenter.org](http://www.stmaryscenter.org).

**Homeless Senior Services:** St. Mary's Center's Homeless Senior Services provides services for low-income homeless individuals aged 55 and older, who are homeless or at risk of homelessness. Services encompass intensive case management, addiction recovery, mental health and psychiatric care, operating a winter shelter, housing clinic and transitional housing. Our foremost goal is to support each senior to find and keep housing. Social workers and case managers provide the intensive case management critical to helping our housed and unhoused seniors to stabilize and improve their lives. Our staff includes licensed mental health professionals and recovery trained counselors.

**Position Summary:** Reporting to the Director of Homeless Services, the Case Manager: Certified Alcohol & Drug Counselor is responsible for providing recovery services to senior and older adults (55 and older) who are homeless, shelter guests or in transitional/supportive housing as they age and need support to achieve the highest quality of independent living and self-dignity.

The Case Manager: Certified Alcohol & Drug Counselor provides group counseling and case management services to older adults (55 and older) living with co-occurring diagnoses of substance use issues and moderate to severe mental illness. Recovery services embrace a Harm Reduction philosophy and includes Motivational Interviewing, Social learning theory, Motivational Enhancement Therapy, Reality Therapy and Psychoeducational Group work. Treatment plans support clients in exploring their relationship to their substance of choice, address their feelings about making changes to their use and creating client-centered, realistic and meaningful treatment plan goals for change.

This position works under the clinical supervision of a licensed mental health professional and in conjunction with the Senior Homeless Services team. This position will involve providing case management services to clients addressing the psychosocial barriers to clients engaging in, and maintaining, their treatment adherence. This position will involve engaging clients in their home as well as community settings.

**Skills:**

- Experience in facilitating recovery groups with multiply diagnosed clients.
- Direct experience in the treatment planning for multiply diagnosed clients (mental health conditions, substance use, medical issues, etc.).
- Experience working within a multidisciplinary team.

- Knowledge of or willingness to learn relevant clinical orientations, such as family systems theory, crisis theory, and use of trauma informed care modalities to support seniors as they recover from homelessness and adjust to major life changes.
- Demonstrate knowledge, ability and willingness to engage in continuous learning about various ethnic, spiritual, and culturally diverse backgrounds.

### **Responsibilities**

- Provide culturally competent individual recovery based case management and daily recovery groups.
- Maintain a regular caseload and provide professional and culturally relevant support, assessment, and treatment planning as well as advocacy, information and referrals to low income and at risk seniors and older adults.
- Provide crisis management to clients experiencing acute symptoms associated with their behavioral health diagnosis.
- Link clients to appropriate community social services, including medical and mental health services, financial benefits, legal services, substance use treatment services and daytime activities.
- Liaise with SMC's Senior Advocates to coordinate friendly visiting programs to support housed seniors.
- Cover Worker of the Day intake duties
- Consult with SMC Representative Payee Service's staff to ensure client income is stable and financial needs are met.
- Maintain client records in our intranet system in accordance with mandated standards of care for St. Mary's Center and/or Alameda County Behavioral Health Care Services.
- Maintain confidentiality regarding patient health information and comply with HIPAA requirements.
- Work within and promote an environment dedicated to harm reduction, recovery, and wellness.
- Maintain effective communication with SW team and Psychiatrist as related to senior's psychosocial and psychiatric needs.

### **Qualifications:**

- CDAC to CAADAC – or Bachelor's degree in Social Work, Psychology, Counseling or a related field, with specific focus and experience of substance abuse recovery.
- Minimum of 2 years' experience working with multiple co-occurring challenges of the elder population including case management, mental health and substance use disorder counseling.
- Experience working with homeless population.
- Must be able to work collaboratively within a strong team environment, and manage designated tasks independently.
- Current, valid CDL, own vehicle required.
- LifeScan fingerprint clearance.

### **Benefits:**

- Competitive salary and generous benefits offered.
- 35 hour full-time work week.
- Excellent clinical training, including individual and group supervision onsite.

Please send resume, cover letter and salary expectations to [HR@stmaryscenter.org](mailto:HR@stmaryscenter.org).