



Burke Job Posting/Job Description

Position Title

Care Coordinator – C.B. – System of Care – Angelina Mental Health Clinic - Lufkin, TX

Position Number

P #1697

General Description

This position provides mental health skills and support services to children, adolescents, and their families that reside within Burke's service area of 12 counties. This worker will perform case management, skills training, and other services such as WRAP according to the consumer's approved and prescribed treatment plan. This position will primarily work with children and adolescents who are at risk of out of home placement or are currently residing in Residential Treatment Centers (RTC). An element of travel to RTCs will be required at times. This could also require an overnight stay in the respective area that the RTC is located. This position will work closely with the Department of Family and Protective Services as well as the Juvenile Justice System. This worker must also understand the value of working collaboratively with families and community partners and willing to do whatever it takes to support families and children with behavioral health needs. Also, that they have some understanding of the need to create individualized strength-based plans. Being a part of the team and being able to effectively communicate and form relationships are essential. This position requires the worker to be highly flexible and creative. This position also provides services in accordance with Agency and Medicaid standards and requirements. Duties include conducting emergency assessments as warranted. Proficient and timely documentation, self-discipline, flexibility, and organizational skills are a must.

Education

Required: Bachelor's degree in Social Work, Psychology, Rehabilitation or other Human Services discipline that meets QMHP requirements, from an accredited college or university.

Experience

Preferred: Six (6) months' direct care experience working with children or adolescents in a behavioral healthcare or educational setting. Knowledge of growth and development. Familiarity with DSM-V diagnostic criteria.

Licenses/Certifications

Required: Valid Texas driver's license.

Preferred: LBSW.

Special Requests or Comments

Required: Must be physically able to complete Satori Alternatives to Managing Aggression (SAMA), CPR, First Aid, and Defensive Driving training modules. Must have a driving record insurable by Burke's insurance administrator. Must have reliable personal vehicle and travel routinely within the service area.

Physical Requirements

Required: Sight, hearing, talking, lifting up to 50 pounds, prolonged standing, walking, driving a vehicle, and hand/finger dexterity

Hours

Monday – Friday; Generally, 8:00 a.m. to 5:00 p.m.

As mentioned above, visits to Texas Residential Treatment Centers will require overnight stays.

Salary

\$35,324 - \$36,560 annually, depending on qualifications and experience.

Travel reimbursement is provided.

Notice to All Prospective Burke Applicants

Burke does not discriminate on the basis of race; color; gender; sexual orientation; national origin; religion; age; mental, physical, or sensory disability, unless these are bonafide occupational requirements for a position.

Applications are now being accepted for the vacancies listed and will be accepted until these open positions are filled. Qualified applicants will be considered on a first-come, first-serve basis. All applicants for employment will be required to produce as a part of the application process, proof of employment authorization and positive proof of identification.

Acceptable proof of employment authorization includes:

- 1) United States Passport (with photograph)
- 2) Certificate of Naturalization
- 3) U.S. Birth Certificate
- 4) Resident Alien Card
- 5) Social Security Card
- 6) Driver's license with photograph
- 7) Other identification document with a photograph

Only applications submitted with a specific numbered position listed will be considered.

Physical requirements listed in positions will be discussed in detailed at time of interview.

Criminal convictions that would have relevance to the job being applied for may make you ineligible for employment in that position. The names of all prospective employees are cleared through the Texas Department of Public Safety to determine the existence of such records. Applicants for positions requiring driving must have driving records insurable by our insurance carrier. Driving records will also be checked through the Texas Department of Public Safety.