

LAFAYETTE COUNTY HUMAN SERVICES

627 Main Street
DARLINGTON, WI 53530

Phone: (608) 776-4800
Fax: (608) 776-4914
TDD: (608) 776-4883

NOTICE OF JOB VACANCY

TO: All County Employees
FROM: Shane Schuhmacher, Director 
DATE: May 27, 2014
RE: Available Position – Community Support Program (CSP) Case Manager

The Human Services Department is hereby posting this notice of position availability for a Community Support Program (CSP) Case Manager. This is a full-time position. A copy of the job description is attached.

Anyone wishing further information may contact Lafayette County Human Services at (608) 776-4800.

Submit resume and other pertinent materials by **Tuesday, June 3, 2014** at 4:30 p.m. to Kristine Brunkow, Executive Secretary, Lafayette County Human Services.

Posted: K. Brunkow
May 27, 2014



job vacancy posting (CSP Case Manager 05-14)
Posted at Human Services
Sent via email to: Courthouse; Health Dept.; Land Conservation; Highway, Hospital, Manor; Sheriff's Dept.

Lafayette County

Position Classification: CSP Case Manager

Department: Human Services

Reports to: Behavioral Health Services Unit Manager

Supervises: N/A

Position Purpose: Provide community based services to individuals who experience the difficulties of life as a result of a severe and persistent mental illness.

Qualifications:

Graduation from an accredited college with a bachelor's degree in social work, psychology, or relevant field of study is required. One year of work experience, preferably in a community-based social/human services program. Knowledge of, and experience with, Community Support Program (CSP) and/or the severe and persistently mentally ill (SPMI) is preferred. A master's degree in the same fields of study plus 3,000 hours of experience (post master's degree) is preferable.

Responsibilities and Duties:

With appropriate supervision from the Behavioral Health Services Manager, will perform the following:

- a. Interview, assess, and evaluate individuals who present themselves for community support program services;
- b. Provide community-based services appropriate to the individual's personal needs;
- c. Serve as primary case manager for the purpose of developing individual service plans for the CSP clients to whom he/she has been assigned;
- d. Provide crisis and emergency counseling and intervention services on behalf of agency population groups as member of Agency's on-call network;
- e. Provide outreach, aftercare, follow-up, and community liaison where appropriate;
- f. Provide professional consultation and community education programs upon request;
- g. Perform all record-keeping duties related case management, individual service plans, progress notes, and other documentation that may be required in a timely manner;
- h. Participate in continuing appropriate training and perform other duties as assigned by administrative personnel;
- i. Ability to work flexible hours.

Additional Requirements:

Possess basic knowledge and understanding of:

- a. Human growth and behavior, with special emphasis on the severe and persistently mentally ill;
- b. Current social and economic problems and the manner in which these problems affect the SPMI population;
- c. Knowledge of the range of services available to the SPMI;
- d. Laws, regulations, and practices pertaining to federal and state social/human services programs;
- e. Approved social work principles, methods, and practices;
- f. Be eligible for a Wisconsin Social Work License;
- g. Possess a valid Wisconsin driver's license;
- h. Subject to County and Agency policies.

DISCLAIMER CLAUSE:

Job descriptions are not intended, and should not be construed to be exhaustive lists of all responsibilities, skills, efforts, or working conditions associated with a job; they are intended to be accurate reflections of those principal job elements.

Rev. 11/2007

Job descriptions/csp case manager job description (11-07)