



POSITION ANNOUNCEMENT

Case Manager – Integrated Team Guild St. Paul Area

Purpose:

This position is responsible to help individuals who have serious mental illnesses and/or substance disorders live self-directed and satisfying lives by providing directly or arranging for, in collaboration with the identified team, all needed services; continually assessing and responding to changes in service needs over time. Assessing the need for continued services and finding natural supports whenever and wherever possible.

Desired Education and Experience:

The Case Manager shall be qualified under Minnesota law as a Mental Health Case Manager as follows:

- Holds a Bachelor's Degree in one of the behavioral sciences or related fields from an accredited college or university and has 2,000 hours of supervised experience in the delivery of services to persons with mental illness.

-or-

- Is qualified under the waiver provisions by the State of Minnesota Department of Human Services.

One-year work experience in psychosocial rehabilitation settings is also desirable.

Other Requirements:

- Must be ambulatory and able to negotiate stairways.
- A valid MN Class 'D' Driver's License, reliable vehicle, satisfactory driving record and necessary insurance.
- The ability to lift and carry heavy weights that could be up to or even exceed 40 pounds.
- The ability to work evenings, occasional Saturdays and periodically ancillary coverage on Sundays.
- Must not be actively receiving services from Guild Incorporated and must not have received services within the last two years.

Key Responsibilities:

- Assess needs, identify goals, and plan service so that participant's needs and goals are met.
- Communicate consistent information and offer assistance to the team.
- Ensure services are documented in individual records so information is readily available, results of services can be determined, and record-keeping standards are met.
- Provide flexible individualized support so clients can lead self-directed lives.
- Access available community and housing resources so that necessary and relevant resources match client needs and desires.
- Facilitate communication among others involved, to provide coordination and define service direction to attain clients' goals.
- Provide crisis assessment and intervention so clients receive the assistance they may require to be safe in their home and in the community.

About Guild Incorporated:

Guild Incorporated is a well-established and growing Minnesota non-profit corporation whose mission is to help people with mental illness lead quality lives. We have over twenty years of experience serving adults with serious and persistent mental illness in Ramsey and Dakota counties.

To Apply:

Submit cover letter and resume to:

Mail: Guild Incorporated
Attn. Human Resources
130 S Wabasha Street
Suite 90
Saint Paul, MN 55107

Fax: 651-450-2221

E-mail: employment@guildincorporated.org

Website: www.guildincorporated.org

Guild Incorporated is an Affirmative Action and Equal Opportunity Employer.