



Position Vacancy Announcement

Posted July 23, 2010

www.apalacheecenter.org/PosAvail.htm

www.apalacheecenter.org/Application.pdf

Recovery Specialist II (Case Manager) - #1733

Location

Leon County Clinic, 2634 Capital Circle NE, Tallahassee, FL 32308

Qualifications

- Bachelor's degree from accredited university or college with a major in counseling, social work, psychology, or other related human services field.
- One (1) year of full-time experience working with severely and persistently mentally ill adults; or
- Bachelor's degree from an accredited university or college with other major, and two (2) year of full-time experience working with severely and persistently mentally ill adults.

Requirements

- Current and valid driver's license with no more than six (6) points.
- All Apalachee Center, Inc. employees are required to undergo a criminal background check, Department of Motor Vehicles check, employment references check, and drug screening.

Description

- Shift is Monday - Friday, 8:00 a.m. - 5:00 p.m.
- Provide case management services, including assessing clients' needs, conducting psychosocial evaluations, developing individual treatment plans and maintaining daily progress notes.
- Provide education and support to clients and family members.
- Make appropriate referrals to outside community agencies.
- Monitor all aspects of client care and prepare and maintain client records.

Benefits

This position is eligible for medical and dental insurances at 79% paid by Apalachee, group life and long-term disability insurances at 100% paid by Apalachee, and profit sharing plan at 100% paid by Apalachee. Additional benefits available at employee expense are cancer, accident, and short-term disability insurances.

How to Apply

Submit or mail a completed Apalachee Center Employment Application to:

Human Resources Department
2634-J Capital Circle NE
Tallahassee, FL 32308

Faxed and/or copied applications are not accepted. Resumes, CVs, or other supplemental materials are not accepted in place of a completed Employment Application, but may be submitted in addition to a completed application.

Please notify the Human Resources Department in advance if you require special disability accommodations to participate in the employment process.