



## **Recovery Specialist I (Case Manager) - #2283**

### **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.
- Experience working with severely and persistently mentally ill adults preferred.
- Bachelor's degree from an accredited university or college with other major, and one (1) 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 80% 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 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.