

# SOUTHERN COLORADO AIDS PROJECT

## Job Posting

**POSITION:** **CASE MANAGER (Adults and Children)**  
Full Time – 40 Hours/week  
Colorado Springs, Colorado

**PURPOSE:** To provide individualized, comprehensive case management and advocacy services to people living with HIV/AIDS in the Pikes Peak Region.

### **SPECIFIC DUTIES:**

- Provides intensive Case Management, based on levels of acuity, to a caseload of assigned clients, including both adults and children.
- Maintains ongoing, proactive contact to assess client's physical and psychosocial status and needs through personal visits, telephone and written contacts.
- Conducts comprehensive intake and needs assessments to identify client needs, including but not limited to:
  - Access to healthcare and the client's ability to self-manage and actively participate in healthcare
  - Adherence medication and medical treatment
  - Income stability including employment needs and eligibility for public benefits (SSI, SSDI, Medicaid, Medicare, etc)
  - Mental health and substance abuse issues using program specified assessment tools.
  - Food and nutrition
  - HIV secondary prevention issues
- Develops strategies and goals through Individual Wellness Plans, in conjunction with clients, to meet identified needs. Maintains timely Individual Wellness Plans according to program policies.
- Maintains quality and timely session documentation on all client interactions.
- Collects service eligibility documentation in a timely manner according to program policies.
- Assess caseloads on a monthly basis to determine client acuity. Inactivates cases based on services usage according to program policies.
- Maintains monthly reporting to the Children's Infectious Disease Clinic at the University of Colorado's Children's Hospital (CHIP.)
- Participates in ongoing case consultation, as the SCAP liaison, with the staff of CHIP
- Identifies internal and external resources to meet client needs, and refers clients accordingly.
- Coordinates/Attends Case Conferences with S-CAP Client Services, S-CAP Prevention, CAP Regional offices, CHIP, and other community providers as needed.
- Serve as a representative of the regional office at HIV medical clinics and community functions.

### **QUALIFICATIONS REQUIRED:**

Bachelor's Degree in Human Services or a related field. Must be able to work in a diverse setting with diverse populations, including sexual orientation. Must be able to work independently with minimal supervision. Organization and time management skills are a must. Must have valid Colorado Driver's License/auto insurance and reliable transportation –Monthly travel is required. Experience with Case Management, financial tracking and budgeting. Computer skills including Windows, MS Word and MS Excel..

### **SKILLS PREFERRED:**

Spanish Language Proficiency and Multicultural Experience Highly Preferred. Experience with HIV/AIDS preferred. Understanding of the Harm Reduction Model and Motivational Interviewing. Training in Cultural Competency/Sensitivity. Ability to work constructively with a team.

### **HOW TO APPLY:**

Please email a cover letter and resume (subject line must be "Case Manager") to Mary Lucero-Hill, Client Services Manager at [mary.lucero-hill@coloradohealthnetwork.org](mailto:mary.lucero-hill@coloradohealthnetwork.org) or fax to 719-578-8690.

All offers of employment are subject to the completion of a criminal background check. EOE

Application deadline: 5 pm (MST) August 28, 2017