

Job Posting Medical Case Manager

Cascade AIDS Project (CAP), the oldest and largest AIDS Service Organization (ASO) in Oregon and Southwest Washington, is committed to preventing HIV infections, supporting and empowering people living with or affected by HIV and eliminating HIV-related stigma and health disparities. Learn more about us at <http://www.cascadeaids.org/>.

CAP is excited to announce that we are expanding our services to SW Washington! We are currently hiring two 1 FTE Medical Case Managers to provide high-quality, coordinated, strengths-based social services consistent with the agency's mission. The individual helps guide medium and high-barrier individuals living with HIV through the continuum of HIV-related and other relevant systems of care. This requires maintaining an awareness of cultural issues and developing effective relationships with a diverse client population.

Responsibilities include: screening clients for psychosocial needs, developing goal plans, implementing effective interventions and monitoring client progress; assisting clients with applications for insurance, public assistance benefits, etc., and monitoring the process from initiation through formal decision; providing information and referral to a wide range of community services; providing advocacy within multiple settings including educating clients to self-advocate when appropriate; providing problem solving interventions as needed to assist client's completion of their goals; working closely with providers and inter-disciplinary team to facilitate client care and resolve short-term needs.

The person in this position is stationed in CAP's Vancouver office and will travel throughout the Clark, Skamania and Multnomah County service area for meetings and client home-visits. Occasional evening and weekend work, a state-issued driver's license and access to a personal vehicle are required. This is a non-management, union-represented position.

Required Qualifications:

- Master's Degree in Social Work or related field
- Prior experience providing case management (or similar) services
- Demonstrated computer proficiency using Microsoft Office software (Word, Excel, Outlook) and working knowledge of the internet
- Excellent written and oral communication skills
- Successful experience working with ethnic, racial, economic and sexually diverse populations and persons who have experienced homelessness, persons with a mental illness and/or substance addiction
- Demonstrated ability to effectively collaborate with community stakeholders
- Excellent organizational and time management skills

- Ability to work independently with accountability and exercise sound judgment, discretion and professionalism at all times
- Valid driver's license and access to a reliable vehicle
- Available to work occasional evenings and weekends

Preferred Qualifications:

- Licensed Counselor Social Worker, Certified Alcohol and Drug Counselor
- Verbal and written fluency in English and Spanish
- Knowledge of community resources in Clark and Skamania Counties
- Previous experience working with people with HIV

Compensation: Salary is determined by a Union salary calculator with an anticipated salary of \$55,000 annually. Additional compensation includes: employer-paid health, dental, vision, short-term and long-term disability and life insurance; 401(k) retirement plan with generous employer matching contribution, 125C cafeteria savings plan; generous vacation and health leave benefits.

NOTE: This is a union represented position.

Closing Date: Open until filled.

To apply for this position, mail, email, fax, or deliver the following three documents:

1) a complete cover letter (attached as Word or pdf) that serves as an example of your writing and addresses how you meet all of the required qualifications specific to the position you are applying for,
2) your resume, and 3) a completed CAP Employment application (available at <http://www.cascadeaids.org/about/careers/>) to:

Cascade AIDS Project
Medical Case Manager
520 NW Davis St, Suite 215
Portland, Oregon 97209

Fax: 503-223-6437

Or by email to:

jobs@cascadeaids.org

Cascade AIDS Project is an Equal Employment Opportunity/Affirmative Action Employer
People of color, women, LGBTQ individuals and people living with HIV are strongly encouraged to apply