



Providing Health and Human Services since 1967

Current Job Availabilities

ADULT BLENDED CASE MANAGEMENT

Intensive Case Manager

Evaluates, determines and refers individuals to appropriate resources in order to live stable, safe and healthy lives in a community of their choice. Will maintain a caseload in compliance with DBH standards and complete the registration process for new clients within required timeframe. Identify community resources and coordinate services to meet the client's needs.

Qualifications: Bachelor's degree from a four-year college or university in an acceptable discipline and one year relevant experience.

ADULT OUTPATIENT

Certified Psychiatric Registered Nurse Practitioner (FT or PT)

Working within the Behavioral Health programs providing psychiatric evaluation and ongoing medication management; providing medication education, administration and support, and consulting with supervisory psychiatrist as necessary.

Qualifications: Graduate of an approved school of Nursing and accredited nurse practitioner program; current and valid license as a Registered Nurse and Certification as a Psychiatric CRNP by the PA State Board of Nursing; evidence of continuing competency in the area of medical diagnosis and therapeutics. Must have current and valid DEA certification and proof of professional liability insurance.

Mental Health Professional, LCSW

Completes assessments, treatment plans, progress notes, discharges and other clinical and administrative documents in accordance with agency standards, managed care and licensing requirements. Provide crisis management in consultation with supervisor, psychiatrists and/or treatment team as required. Attends and participates in scheduled case conferences and staff meetings. Makes referrals to other Consortium services, outside agencies and support networks.

Qualifications: Master's degree in Social Services with four years related services. Experience working with individuals with co-occurring disorders (MH/MR or MH/DA). Must have LCSW.

CHILDREN'S OUTPATIENT

Mental Health Professional, LCSW

Provides therapeutic counseling to participants and their families within outpatient settings, on a daily basis. Will function as liaison to placement agencies, schools and foster homes on behalf of agency. Responsible for completion of required documentation and maintenance of clinical records including treatment planning, updates, progress notes and discharges etc., in accordance with accreditation and licensing standards, manage care expectations and agency policy and procedures.

Qualifications: Master's Degree in Human Services with two years of clinical experience in biopsychosocial assessments and intakes. Must have LCSW

FAMILY BASED

Counselor II (Deaf Team) (FT)

Responsible for development and implementation of all therapeutic strategies in accordance with the Family based model, providing guidance and structure to actively support the child and/or families with achieving their treatment plan goals. Also assist families in caring for deaf or hard of hearing children or adolescents with emotional problems.

Qualifications: Master's Degree in Human Services, three years of experience working with children/adults in a therapeutic setting, strong analytical and problem solving skills required. Fluent in American Sign Language (ASL) and knowledge of deaf culture needed for assignment to Deaf Team. Valid driver's license and vehicle required

Counselor II (FT)

Responsible for development and implementation of all therapeutic strategies in accordance with the Family based model, providing guidance and structure to actively support the child and/or families with achieving their treatment plan goals.

Qualifications: Master's Degree in Human Services, three years of experience working with children/adults in a therapeutic setting, strong analytical and problem solving skills required. Valid driver's license and vehicle required.

MEDICAL DEPARTMENT

Psychiatrists (PT)

Provides direct psychiatric services including comprehensive evaluation, diagnosis, medication management and treatment planning for patients with co- occurring psychiatric and substance use disorders.

The candidate must be licensed to prescribe medications in PA and meet eligibility as a Medicare and Magellan Participant.

Qualifications: MD or DO Degree; Board Certified/Eligible, Liability Insurance according to regulations, and DEA Certification.

RESIDENTIAL

Mental Health Assistant (PT)

Provides supportive services to individuals living in a residential setting; teaches and monitors independent living skills needed to accomplish goals tailored with the individual's input. Monitors and documents residents with self-medicating practices; assists residents according to their individual medication service plan. Completes all required paper work, including daily progress notes, room checks, medication logs and other documentation as assigned.

Qualifications: Bachelor's degree with two years related experience and/or training is required for this position and excellent people skills; resolution orientated. Valid driver's license and acceptable driving record and current CPR and First Aid certification required.

SUPPORTS COORDINATION

Unit Manager (FT)

Provides administrative/clinical leadership to the Supports Coordination team to ensure compliance of clinical services. Provides oversight of daily department activities i.e. compliance with State and Federal regulations, funding source requirements, agency and department policies/procedures. Directly supervises clinical and/or administrative support employees. Superior leadership skills, resolution oriented, excellent oral and written communication skills.

Qualifications: Bachelor's degree with a major coursework in sociology, social welfare, psychology, gerontology, criminal justice or other related social sciences; and two years' experience as a Supports Coordinator; or combination of experience and education equaling at least six years of management experience in public or private social work including at least 24 college-level credit hours in sociology, social work, psychology, gerontology or other related social science.

Supports Coordinator (FT)

This position will work with individuals with intellectual developmental disabilities and their families. Facilitate individual plan development, locate providers, coordinate and monitor the provision of services and supports per individual support plans, with the ultimate goal of a successful integration of the individual into the community. Perform consistent contact with the individuals and family, identify individual needs; vocational, social, emotional, psychological, residential, cultural, legal and environmental, using a person-centered process. Maintain accurate services notes in HCSIS as required to meet Agency, Local, State and Federal mandates. Able to speak, write and read Spanish fluently.

Qualifications: Bachelor's Degree from a four-year accredited College or University which includes or is supplemented by at least 12 college credits in Sociology, Social Welfare, Psychology, Gerontology, Criminal Justice, or other related Social Science. At least one year related experience and/or training; or equivalent combination of education and experience required. Valid Driver's License as position also includes some local travel.

Supports Coordination - continued

Data Base Specialist

Provides administrative and clinical assistance to the Supports Coordination staff to ensure the clinical services are in compliance with State and Federal regulations, funding source requirements, Agency policy and procedures. Receive and prepare vouchers, process payments for services and provide support as needed. Review and ensure all waiver documents are forward in a timely manner and maintain knowledge of current Base file (charts) to ensure all filing is completed daily.

Qualifications: Associates degree or equivalent from two-year College or Technical School; or six months to one year related experience and/or training; or equivalent combination of education and experience. Excellent problem solving and people skills, ability to exercise independent judgment with established procedures, effective oral and written communication skills, knowledge of internet software, spreadsheets and word processing software.

Administrative Assistant (FT)

Provides various administrative support duties to include taking referrals, client registration and maintenance of information.

Qualifications: High school Diploma and some college or business school preferred, 3 to 5 years administrative experience. Proficient in Microsoft Office (Word, Excel, Access, and PowerPoint).

All candidates must successfully complete and pass all background checks.

**Contact: Talent and Stakeholders' Support (TSS) Department
3751 Island Avenue | Suite 303 | Philadelphia, PA 19153
Telephone: 215-596-8100 | Fax: 215-382-4934**

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