

## CURRENT CATHOLIC CHARITIES OPENINGS

### SOCIAL WORKER/D'YOUVILLE

- Social Worker will work with D'Youville students who are active or former military members and families
- Displays ability to engage, accurately assess, diagnose, and treat individuals, couples, families and groups with special attention to impact of military experience
- Possesses well developed engagement skills with clients, colleagues and other professionals
- Develops comprehensive treatment plans and sees them through to completion; makes appropriate linkages as necessary; Strong ability to follow-through
- Disseminates information regarding program, agency, and agency mission
- Maintains collegial relationships within the community
- Meets quantitative and qualitative expectations established by the agency
- Engages in practice and program evaluation
- Supervises student interns as needed
- Pursues appropriate professional certifications
- Performs other duties as assigned

**Special Requirements: Candidate will have personal and/or professional experience in the Military**

### VENDOR SERVICES SUPERVISOR

- Assist in the development of a new Vendor Services program at Catholic Charities to provide individualized, time-limited, home-based supports to families served by Preventive, Juvenile Justice, and mental health systems of care.
- Recruit and hire a diverse staff team, with an emphasis on filling needed positions in identified geographical locations and for identified skill sets
- Develop and facilitate trainings to staff to enhance skill set and onboard new hires
- Provide monthly supervision to both clinical and non-clinical staff.
- Model and endorse a Solution-Focused, Trauma Informed approach
- Ensure prompt assignment of vendors to service recipients and timely entry of progress notes
- Develop strong professional relationships with Care Coordination agencies, Vendor Service Network, ECDSS, OMH, CCNY and community services providers
- Market the program in the community to increase awareness and utilization of services offered
- Monitor program budget and timely payment for services

### PSYCHIATRIC NP

**JOB SUMMARY** The Psychiatric Nurse Practitioner is responsible for evaluating, diagnosing and treating an assigned caseload of mental health and/or chemical dependency clients and for documenting same on standard forms. Incumbents in this job title report to and are jointly supervised by the Medical Director and the Director of Clinical Services.

## CURRENT CATHOLIC CHARITIES OPENINGS

### INTERPRETER

- Responsible to provide in person interpretation services to facilitate communications between staff and our clients.
- Person will also be asked to translate documents and forms.
- Person must be fluent in English and be able to read and write English.
  
- Person will work as an independent contractor.
- Person can expect to work between 3 and 10 hours each week.
- Interpretation will take place at various location in the Buffalo area.

Languages needed include: Swahili, Rohyingya and Tigrinya.

URGENT NEED FOR FEMALE SWAHILI INTERPRETERS.

### SOCIAL WORKER TRI COUNTY

**Summary of the Position:** To provide a mix of clinical counseling, emergency financial assistance, parenting and other topical class facilitation and teaching, community representation, in small office settings in Batavia, Albion, and Perry NY.

- Full Time, five days a week, two evenings
- R# or LCSW working towards their R# preferred
- Spanish speaking preferred
- Excellent writing skill and charting
- Able to multi-task between several programs
- Able to work in a team setting, sharing tasks and clients
- Outgoing, enjoying meeting new people, in many settings
- Good transportation and a willingness to travel between offices
- A strong ethical presence with an ability to be accepting of different ways of living and prioritization.

A desire to lead community meetings and collaborate with others

### TRANSPORTATION AIDE

- Per Diem position(s) available.
- BSW or the equivalent from an accredited academic institution.
- The Transportation/Case Aide supports the Visitation Social Worker by providing transportation and assistance with families in visits when necessary (eg. for larger families or families with special needs).
- Must enjoy working with children and families and have excellent engagement skills; experience preferred.
- Candidate must be able to accurately and effectively communicate verbally and in writing.
- Requires the ability to work in a team environment and to collaborate with other service providers and foster/ custodial parents.
- Must be dependable, flexible and available to work evenings and weekend days.
- Reliable transportation and excellent driving skills required.
- Must be able to navigate throughout Erie County.

Interested persons are encouraged to visit our website [www.ccwny.org](http://www.ccwny.org).



## CURRENT CATHOLIC CHARITIES OPENINGS

### Seeking Social Worker:

- Foster Care/Adoption Case worker – maintain case load of 14-16 children (home-visits, collateral case work)
- Complete casework responsibilities and paperwork as required by contract (Connections)
- Maintain and complete adoption cases and related paperwork.
- On-call responsibilities with caseload assignments and program responsibilities.
- Facilitate GPSII/MAPP groups and related foster parent training.
- Complete re-certifications, assessments, and homestudy reports.
- Crisis Management/Outreach – behavioral specialist / parent training / supportive counseling with children in foster care, birth parents and foster parents.
- Cross training in other Children’s Services programs
- The ideal candidate will have an MSW/LMSW or equivalent, be able to work evening hours and other non-traditional hours including on-call

**JOB SUMMARY:** Responsible for the day to day operation of licensed outpatient clinic program. Supervises clinical and administrative support staff for multiple programs.

### ESSENTIAL FUNCTIONS:

- Knows and exemplifies Catholic Charities’ mission, vision and guiding principles;
- Exemplifies and promotes high ethical standards, consistent with the Catholic Charities Code of Ethics and other professional standards, i.e. NASW, APA;
- Assists in setting and implementing goals, standards, service outcomes and procedures. Monitors staff and program performance against same;
- Assists in developing and implementing continuous quality improvement (CQI) processes;
- Assures that clinical services and records meet or exceed applicable standards and regulations;
- Assists in identifying and implementing best practices that maximize productivity and cost-efficiency;
- Recruits, orients, supervises and evaluates the clinical and administrative support staff;
- Assists in coordinating ongoing staff training and development;
- Supervises and coordinates the clinical services provided by independent contractors, i.e. psychiatrists and psychiatric nurse practitioners;
- Conducts utilization review consistent with established procedures and regulations;
- Reviews untoward incidents. Identifies and implements corrective action, as appropriate;
- Assists clinical staff with crisis situations and critical case concerns, as needed;
- Mediates staff concerns and complaints;
- Assists in resolving consumer and provider complaints;
- Assures that the staff is informed of agency policies, procedures and initiatives;
- Completes required reports for management and external authorities;
- Serves on committees, as directed;
- Represents the agency and department within the provider system, as directed;
- Performs other duties as assigned.

**ACCOUNTABILITIES/SUPERVISORY RESPONSIBILITIES:** Responsible for directly supervising clinical and administrative support staff.

### MINIMUM REQUIREMENTS:

**EDUCATION:** Licensed QHP with Master’s degree in Social Work, Mental Health Counseling, Psychology, or Nursing from an accredited program.

### Specify Special Requirements:

**EXPERIENCE:** a minimum of five (5) years post-Master’s experience providing direct treatment in a behavioral health setting. Prior supervisory experience preferred and licensure

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