POSITION OPENING

POSITION: Social Work Care Manager (Current Chico State Enterprises Employees Only)
Full-Time / Benefited / Hourly / Non-Exempt
RECRUITMENT ID: 858
COMPENSATION: $22.89 - $24.44 per hour
LOCATION: This position will be partial-telecommute with the expectation to work in the Chico, CA office occasionally.

ESSENTIAL JOB FUNCTIONS:  Provide care coordination services to homebound older adults with the goal of helping them avoid institutional placement.
- Carries a caseload of homebound older adults in Butte, Glenn, and Tehama counties.
- Assessment: Conducts in-depth and ongoing assessment of client needs and strengths from physical, psychological, social, and environmental perspectives.
- Information and Assistance: Informs clients of services, benefits information, and general information that would enhance their ability to avoid institutionalization and function independently; helps clients access assistance; advocates for clients who need assistance in obtaining services.
- Care Planning/ Implementation: Develops, with client and Nurse Care Manager input, a care plan to address challenges to independent living; recognizes a client’s informal support system, as well as formal community services, to achieve and maintain the goal of independent living.
- Monitoring: Maintains ongoing contact with clients to evaluate the status of their functional levels and the success of care coordination efforts.
- Data/Case Recording: Collects statistical information regarding client and service characteristics, maintaining comprehensive client records, and ensuring record documentation meets program requirements.
- Authorizes the purchase of services for clients using program funds.

EMPLOYMENT STANDARDS:
- Bachelor’s degree in Social Work, Psychology, Counseling, Rehabilitation, Gerontology, Sociology, or related field, plus two years of experience working with older adults.
- Prior experience working in case management desired.
- Possession of computer skills, particularly with database and word processing software.
- Ability to function as a member of the care coordination team.
- Bilingual Spanish/ English skills highly desirable, but not required.
- Fingerprinting and participation in the DMV Employer Pull Notice Program (driving record) will be required of the successful candidate.
- Possession of a valid driver’s license and automobile liability insurance.
- Comfortable making home visits (currently on hold due to the pandemic) in Butte, Glenn, and Tehama counties using company vehicle.
- Ability to navigate potential hazards in the home environment such as: smells, animals, or difficult family members.
- Knowledge of community services and government benefits.

DISCLOSURE OF CAMPUS CRIME STATISTICS
CSU, Chico's Annual Security Report includes summaries of institutional policy relating to campus safety, drug and alcohol use, sexual assault, and other matters. The report is published in compliance with the Clery Act and includes three years of certain crime statistics that occurred in Clery Act defined geography. A paper copy of the report may be requested in person at CSU, Chico Police Department or by calling (530) 898-5555. It is also available on the web at 2020 Annual Security Report.

Chico State Enterprises is an Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity, gender expression, marital status, medical condition, National origin, sex, sexual orientation, covered veteran status, or any other protected status. It is the Enterprises' policy to hire only United States citizens and aliens lawfully authorized to work in the United States. All new employees must provide proof of identity and authorization to work.
Prospective applicants with a disability may request and receive reasonable accommodation during the application and selection process.
• Possession of good written and verbal communication skills.
• Possess the ability to relate to older adults, demonstrating sensitivity, active listening, and a respect for self-determination.
• Ability to analyze problems, present options, and advocate for clients.

COMPLIANCE REQUIREMENTS:
• Candidate must be in possession of valid driver’s license and automobile liability insurance. Participation in the DMV Employer Pull Notice Program (driving record) is required. The candidate will be required to update their insurance with Chico State Enterprises Human Resources when necessary.
• Satisfactory completion of a background check (including a criminal records check) is required for employment. Chico State Enterprises will make a conditional offer of employment, which may be rescinded if the background check reveals disqualifying information, and/or it is discovered that the candidate knowingly withheld or falsified information. Failure to satisfactorily complete the background check may affect the continued employment of a current Chico State Enterprises employee who was conditionally offered the position.
• CSE is collecting information from current employees and new hires in process to comply with this CSU system policy. Job candidates who receive a contingent offer of employment will be required to complete a self-certification process prior to receiving a final offer of employment. A candidate will be asked to certify whether they are fully vaccinated, are in the process of becoming fully vaccinated, will request a medical or religious exemption, or do not plan to access any campus/CSE facilities or participate in any in-person work. Questions regarding this process should be directed to the CSE HR team at csehr@csuchico.edu.

BENEFITS: Benefits for employees working 30 hours or more per week include employer paid life insurance ($50,000) and long-term disability; options for health, dental, and vision insurance; FSA; 14 paid holidays including 1 personal holiday; vacation accrual (initially 10 days/year); sick leave (up to 12 days/year); employer contributions to your 403(b) retirement plan (up to 8%).

HOW TO APPLY:
To be considered, submit the following documents by April 18, 2022. Documents submitted after this date will not be considered.
• Resume

BY DROP BOX: https://csuchico.app.box.com/f/593f8e532e724f10acc7aace22a75363
BY EMAIL: csejobs@csuchico.edu

Paper applications will not be accepted; however, Chico State Enterprises is an Equal Opportunity Employer and is happy to provide reasonable accommodations to applicants at any step of the application process. If you need assistance in this regard, or are having technical difficulties, please contact the Human Resources office at 530-898-6811 or csejobs@csuchico.edu prior to 5:00 pm on the document deadline date. The employer is Chico State Enterprises, a non-profit corporation serving as an auxiliary organization of California State University, Chico. Employment is considered to be at-will.

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