

# EMPLOYMENT OPPORTUNITY

<b>Position:</b>	<b>CASE MANAGER – HUB</b>
<b>Department:</b>	HUB
<b>Reports to:</b>	HUB Director
<b>Job Summary:</b>	Under general direction, responsible for managing calls into the intake line for the substance abuse call-in and referral center; triage calls and assess needs based on information gathered from caller; identify potential appropriate resources to meet needs; connect caller with needed services; maintain regular contact with provider agencies; determine current capacity and open appointments at agencies; maintain a complete inventory of service programs; provide callers with accurate information about treatment options; follow up with provider agencies regarding outcome of appointment; assist with reports to funders; perform other related duties as assigned.
<b>Requirements:</b>	Completion of a four (4) year degree in social work, or related field and two (2) years' experience in the provision of social services or equivalent combinations of training and/or work experience. Must have a licensure in social work or be a Licensed Chemical Dependency Counselor II or III; State of Ohio Driver's License and transportation; fingerprint and background checks conducted; Summit County residency required within 12 months of hire.
<b>Pay Rate:</b>	\$17.22 per hour (Pay Level 10)
<b>Benefits:</b>	Medical, Life, Dental, Prescription, Vision, 403-b Retirement Plan with employer matching, Paid Holidays, Employee Assistance Program and other benefits as applicable to work classification
<b>Classification:</b>	Regular, Part-Time
<b>Work Schedule:</b>	Year Around
<b>FLSA Status:</b>	Non-Exempt
<b>POSTING DATES</b>	<b>12/05/2016 – continuous until filled</b>
<b>Send Resume/ Application to:</b>	Akron Summit Community Action, Inc. Human Resources Department 55 East Mill Street, Akron, Ohio 44308 <b>Or, E-mail resume to <a href="mailto:resumes@ascainc.org">resumes@ascainc.org</a></b>

\*This position is subject to Ohio Association of Public Schools Employees – Local 146 participation.

**NO PHONE CALLS.** Applicants selected for an interview will be contacted. Applications/resumes are kept on file for 6-months.  
For complete job posting and other agency information visit [www.ascainc.org](http://www.ascainc.org) EOE