

EMPLOYMENT OPPORTUNITY

Position:	CASE MANAGER – HUB
Department:	HUB
Reports to:	HUB Director
Job Summary:	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.
Requirements:	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.
Pay Rate:	\$17.22 per hour (Pay Level 10)
Benefits:	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
Classification:	Regular, Full-Time
Work Schedule:	Year Around
FLSA Status:	Non-Exempt
POSTING DATES	11/27/2017 – 12/11/2017
Send Resume/ Application to:	Akron Summit Community Action, Inc. Human Resources Department 55 East Mill Street, Akron, Ohio 44308 Or, E-mail resume to resumes@ascainc.org

*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 EOE