

Date Posted: 05/23/2011

**University of Houston
Graduate College of Social Work**

JOB OPPORTUNITY POSTING

Job Title: Critical Time Intervention (CTI) Coordinator

Employer/Agency: United States Veterans Initiative (U.S.VETS)

Job Description: This position is responsible for the delivery and supervision of comprehensive clinical-based case management for the CTI Special Needs veterans living onsite and in the community. This position plays a key role in establishing a Therapeutic Community for the successful reintegration of chronically homeless veterans with severe mental illness; reporting directly to the Clinical Director in coordination with the State Director of U.S.VETS-Houston, working primarily Monday thru Friday with some weekends and/or evenings.

Responsibilities:

- Supervises CTI case managers, including assigning and monitoring of caseload, and implementation of good clinical-based case management processes.
- Supervises intakes, evaluations, and transitions of veterans.
- Provides direct service to homeless veterans through crisis intervention, counseling, case management, client grievance/dispute resolution, outreach and other service activities as necessary.
- Assists in the development of initial and ongoing client treatment plans.
- Maintains the therapeutic milieu in conjunction with the Clinical Director in accordance with U.S.VETS' mission and philosophy.
- Ensures adherence to the clinically-based programmatic protocols and maintains clinical integrity of the CTI program.
- Facilitates weekly CTI team meetings and serves as a clinical resource to other team members.

- Coordinates all team activities with VA CTI Social Worker, and maintains CTI program in compliance with all VA grant requirements.
- Facilitates or supervises process groups and/or psych-education classes for clients as the therapeutic needs of the community require.
- Maintains confidential and complete client files.
- Performs periodic case file review including quarterly audits using U.S.VETS' approved audit tool and provides corrective action to case management staff.
- Prepares weekly reports on program goals and objectives as well as annual and quarterly reports for funders.
- Coordinates with the Operations Manager/Program Assistant with the collection and accuracy of all program rents, bus token and wash money logs.
- Orients and trains new case managers.
- Collaborates with Veterans Services Coordinators to conduct random and as needed drug and alcohol screenings.
- Performs other duties as required by the Clinical Director.

Qualifications:

- Master's Degree in Social Work or Counseling and LPHA status or an internship under supervision to complete licensure requirements, required.
- Professional leadership through oral and written communication skills.
- Broad knowledge and ability to effectively operate Excel, Access, Word, Publisher, Outlook and PowerPoint.
- Experience supervising clinical/case management staff.
- Professional manner and appearance.
- Experience working with homeless or similar population.
- Ability to take general direction; work independently and within a team.
- Ability to work effectively with diverse group of clients, staff, and community members. Knowledge/experience working with veterans, preferred.

Salary/Hours: Salary DOE/Full time

Employer/Agency: United States Veterans Initiative (U.S.VETS)
Address: 4604 Main Street, Suite 203
City, State, Zip: Houston, TX 77002

Contact Person: Priscilla Ramirez

Phone: (832) 203-1626
Fax: (832) 203-1630
Email: pramirez@usvetsinc.org

Application Method: Email resume and cover letter to contact listed above

Opening Date: Immediately

***If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mawjobs@sw.uh.edu with the hiring details of your new job opportunity.
Thank you***