



A Community Mental Health / Developmental Disabilities/ Addictive Diseases Program

# Case Manager (SST 2)

## Job Information

**Job Type:** Full-Time

**Pay:** \$31,000 per year

**Program:** APEX- Chattahoochee Co.

**Location:** Chattahoochee County

**Posting Date:** 5/14/2024

**Application Deadline:** Open Until Filled

**Position Open to:** All qualified applicants.

Submit Completed application to Recruiter:

**New Horizons Behavioral Health**  
2100 Comer Ave  
Columbus, Georgia 31904

**Fax:** (706) 596-5589

**Email:** [jobs@nhbh.org](mailto:jobs@nhbh.org)

**Website:** [www.nhbh.org](http://www.nhbh.org)

## Job Description

Under immediate to general supervision, provides case management to youth, ages 5-17, on the school's campus. Helps to link youth and families to community resources. Manages referrals and skill-building groups. Serves as liaison between agency and school. Participates in recruitment of individuals to the program by attending PTA and Open House meetings at schools. Completes clinical documentation. This position works Monday through Friday, 8am to 5pm, and may have to transport.

### Minimum Qualifications:

High School Diploma/GED with 3-5 years' experience in behavioral health -OR- the completion of a Bachelor's degree in Human Services field. Must have a valid driver's license, valid car insurance, and a clean driving record.

### Preferred Qualifications:

Two or more years of experience working with individuals in a community setting, providing case management, counseling, tutoring, resource linkage, etc.

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The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

New Horizons does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its program or activities. An applicant who has a disability which requires special accommodations should contact this office.

**NOTE: APPLICATIONS WILL BE SCREENED AT THE PREFERRED LEVEL.**

**Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. We are also unable to contact applicants who are not selected for a position. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by Human Resources to continue the hiring process.**

**This position is subject to close at any time once a satisfactory applicant pool has been identified.**