

**Job description:** CCS Service Facilitator – Bilingual preferred

Insight Counseling & Wellness, LLC

Madison, WI

Start date: Immediately

Employment type:

Full-time, exempt, 40 hours per week

**Required Education:** Minimum of a master's degree in social work, counseling, education or other human services field

We are seeking a dedicated, full-time CCS Service Facilitator to provide a wide range of client-centered facilitation or coordination of services and to work with consumers in reaching their recovery goals. Services provided may include the coordination of mental and/or physical health care, assistance with housing, money management, medication management, coordination of substance abuse treatment, coordination of vocational and/or education support, and assistance with activities of daily living. The Service Facilitator acts as a case manager for approximately 14-16 clients with mental health and/or substance use needs.

We are a DHS 35 outpatient clinic located on the East Side of Madison with branch offices in Sun Prairie and Verona. This position is largely remote, with occasional in-person meetings at our East Side office. However, opportunities exist in-person at all three physical locations.

**What We Offer:**

Compensation: Competitive salary range starting from \$62,000

Work Schedule: Flexible scheduling options including in-person and remote work.

Benefits: Comprehensive benefits package including:

Paid time off

Health, Dental and Vision Insurance

401k with a 4% employer match

Continuing education opportunities

**Responsibilities:**

Assist CCS consumers in identifying a recovery team

Gather information focusing on the consumer's needs, goals, strengths, desired outcomes, and priorities as part of the assessment process

Ensure that the service plan and service delivery for each CCS consumer is integrated, coordinated and monitored

Represent the clinic and its mission and values to other agencies and the general public

**Essential qualifications:**

\* Master's degree in psychology, social work or related field

\* Ability to work in collaboration with a variety of behavioral health disciplines

- \* Knowledge of and demonstrated skill in providing culturally sensitive, trauma-informed services
- \* Strong organizational skills
- \* Excellent verbal and written communication skills
- \* Unparalleled attention to detail
- \* Deadline-driven
- \* Ability to be flexible and creative
- \* Ability to utilize Telehealth platforms for client meetings as necessary

### **Preferred**

- \* Fluency in Spanish and English
- \* Experience working with children, families and adults with serious mental health and/or substance use concerns in a community setting
- \* Credentialed in good standing with Dane County's Comprehensive Community Services

### **Why Insight?**

- \* We offer regular supervision and collaboration with experienced clinicians
- \* You'll have a guaranteed initial salary while we work together to build your caseload
- \* We offer free yoga classes to all employees
- \* We offer health insurance, a matching retirement fund, generous paid time off and competitive salaries

Insight Counseling & Wellness, LLC, is an equal opportunity employer. Insight celebrates equality; we encourage applications from individuals of all races, ethnicities, spiritual beliefs, and socio-economic status as well as members of the LGBTQIA+ community.

To be considered for this position, please send a resume and cover letter to Maureen Marshall, CCS Service Director, at [maureen@insightmadison.com](mailto:maureen@insightmadison.com).