**Bilingual Case Manager – Dari, Pashto and Arabic**

**Community Behavioral Health Center** (CBHC), a leading community mental health provider in northeast Ohio, is seeking several case managers to join our team. As a case manager, we will train you to work with clients in an outpatient setting as part of a multi-disciplinary treatment team.

***Great Compensation, benefits and flexible hours! Women are strongly encouraged to apply.***

**QUALIFICATIONS**

* Bachelor's degree
* Able to drive personal automobile with a valid Ohio driver’s license
* **Language Skills: Dari, Pashto and Arabic**
* Knowledge of benefits and entitlements such as SSI/SSD helpful

The successful candidate will support clients with serious mental illness to successfully integrate within their community. In this role, you will provide intensive support services including facilitating linkages between CBHC, healthcare providers and other community services. Case managers are an integral member of client-centered treatment teams and monitor services provided by other staff in following clients’ progress towards their goal of well-being and independence. This is a wonderful opportunity to have a positive impact on these client populations.

**Duties and Responsibilities:**

* Work with clients to assess strengths, abilities, needs, and preferences.
* Promote recovery-based care by helping clients with practical information and life skills.
* Coordinate, make referrals, or arrange for appropriate community resources as needed.
* Maintain communication with clients, family members and ancillary service providers to assure responsiveness to client needs.
* Advocate for clients to ensure equal access to services and equity of treatment.
* Maintain appropriate medical records and completes billing documentation in a timely manner.
* Strictly adhere to client’s rights, confidentiality and HIPAA compliance.