



## JOB OPENINGS

***Concord Counseling Services is an Equal Opportunity Employer!  
We offer comparable salary and benefits. We have high employee satisfaction!***

***If you are ready to serve with your **heart**, apply now!*** 

### **Case Manager – Full-time**

**Concord Counseling Services is seeking; awesome people who love helping others, become their best selves!**

Case Managers provide services to individuals with severe mental illnesses, all while getting to know your community, being a key player in the lives of others, being a part of a team that takes care of each other, helping individuals with mental health issues increase their independence, and collaborating with providers. We are seeking people with 1 - 3 years' of experience, who are ready to serve with their heart!

This is a full-time position and job requirements include, but are not limited to:

- Assisting clients to achieve an increased level of independence within the community
- Resource management, symptom monitoring, advocacy with medical providers, and a wide range of supportive activities
- Planning and monitoring client outcome goals
- Minimum Associates Degree in Social Work or a related field required
- Must have a valid driver's license, a reliable vehicle, maintain a good driving record and have the ability to provide safe transportation
- Concord offers an excellent work environment, flexible work schedules and comparable pay based on experience and licensure

#### **Benefit Highlights:**

- Increased Pay Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click here to: [APPLY NOW!](#)**

**Concord is an Equal Opportunity Employer. Concord is highly committed to promoting and maintaining an atmosphere that is culturally Inclusive and that welcomes diversity.**

## **Case Manager (RENEW TEAM) – Full-time**

### **Concord Counseling Services is looking for amazing individuals to become a part of our Renew team!**

The Renew Case Manager provides case management services to hospitalized, recently hospitalized or chronic crisis clients that will enable them to achieve increased levels of independence in performing a wide range of daily living activities. This program is focused on clients 18 – 25 years old. The job responsibilities include but are not limited to:

- Interfacing frequently with state and private hospitals
- Collaborative agencies; Treatment and discharge planning for hospitalized clients
- Completing diagnostic assessments
- Assisting in enabling clients to achieve an increased level of independence in performing a wide range of daily living activities
- Group work; Planning and monitoring client outcome goals
- Maintaining compliance with all applicable standards and provide system intervention when obstacles impede service delivery.
- Minimum Bachelor's Degree in Social Work or a related field required.
- Licensed Social Worker (LSW) or Licensed Professional Counselor (LPC) preferred not required.
- Excellent communication, interpersonal, and computer skills are essential.
- Concord offers an excellent work environment, flexible work schedules and comparable pay based on experience and licensure

#### **Benefit Highlights:**

- Increased Pay Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

## **Clinical Service Coordinator, Permanent Supportive Housing (PSH) – Full-time**

The Clinical Service Coordinator assists Permanent Supportive Housing (PSH) staff with CHN residents who have experienced homelessness and also have mental health and/or substance use issues. This position will assist the team with training necessary to engage tenants with educational and supportive activities meant to help residents gain life skills and maintain housing. This position is designed to provide clinical support and documentation training to staff at PSH sites and to assist in diagnosing, treatment planning, and creation of ISPs for residents in this program. They will also attend weekly site meetings, develop/manage a list of housing options for tenants ready for move-up, provide training on Housing First model, and collaborate with Vocational Coordinator to assist in determining priority lists for training opportunities. They will be available to cover when there are staff shortages and other activities as assigned.

- Must have knowledge of mental illness, psychiatric symptoms, and how this impacts functioning and behavior.
- Maintain knowledge and promote development of current industry trends and methodologies through involvement/participation in staff competencies, educational courses, and seminars.
- Has an understanding of community resources specific to mental health consumers and is able to utilize these resources to meet identified needs of consumers.
- Understand concepts of recovery/resilience and crisis intervention.
- Understand how to therapeutically engage a person with alcohol abuse and mental health symptoms.
- Must have working knowledge of DSM 5
- Knows de-escalation techniques and understands how his/her behavior can impact the behavior of individuals with mental illness.
- Has skills to identify and respond to critical situations that impact the consumer's ability to live independently in the community.
- Provide coaching and guidance to staff in an effective manner consistent with professional standards and best practice.
- On-call for client and staff emergencies with Netcare.
- Must have current/valid State of Ohio licensure—LPC/LPCC, LSW/LISW

### **Benefits Highlights:**

- Competitive pay
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

**Concord is an Equal Opportunity Employer. Concord is highly committed to promoting and maintaining an atmosphere that is culturally Inclusive and that welcomes diversity.**

## Dual Diagnosis Therapist – Full-time

Concord Counseling Services is seeking a full-time Dual Diagnosis Therapist to develop therapeutic treatment plans for problems such as substance abuse, psychological or emotional problems or working with dysfunctional families. This is a full-time position and job requirements include, but are not limited to:

- Must have working knowledge of mental illness, alcohol and drug addiction symptoms, psychiatric symptoms, and their impact on functioning and behavior
- Previous group work preferred and ability to work at least one evening per week
- We use a Harm Reduction/Stages of Change Model with individuals that are living in Permanent Supportive Housing where a Housing First Model is used
- Master's Degree with (LPCC)/ (LPC) or Licensed Independent Social Workers (LISW)/ (LSW) Chemical Dependency licensure a plus
- Excellent communication, interpersonal skills and computer literacy are essential.

Concord offers an excellent work environment, flexible work schedules and comparable pay based on experience and licensure

### **Benefit Highlights:**

- Competitive pay
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

## **Wellness Advocate/Case Manager – Full-time**

The Wellness Advocate provides case management services to adults, 60 and over, to promote and support increased levels of independence and enhance their well-being. Assist seniors in linking to and utilizing community resources, maintaining medical appointments and medication compliance, completing paperwork as needed to maintain benefits, and encourage social and physical engagement.

This is a full-time position and job requirements include, but are not limited to:

- Ability to assist client in identifying needs and assess treatment progress
- Knowledge of community resources for seniors or willingness to learn
- Knowledge of mental health disorders and ability to monitor behavioral health symptoms
- Good communication; able to advocate with medical providers, other professionals and family members
- Awareness of own behavior in relation to impact on client's behavior.
- Good time management; ability to prioritize while responding to both client and agency expectations
- Experience with electronic records system and able to complete required documentation within expected time frame
- Must have a valid driver's license, a reliable vehicle, maintain a good driving record and have the ability to provide safe transportation
- Concord offers an excellent work environment, flexible work schedules and comparable pay based on experience and licensure

Bachelor's Degree in Social work or related field; (LSW or LPC Preferred)

### **Benefit Highlights:**

- Increased Pay Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

**Concord is an Equal Opportunity Employer. Concord is highly committed to promoting and maintaining an atmosphere that is culturally Inclusive and that welcomes diversity.**

## **Job Developer – Part-time**

The Job Developer promotes the rehabilitation and recovery of adults with severe and persistent mental illness through the development of varied and responsive job positions through relationships with local businesses, colleges/universities, training/education programs, galleries, and volunteer opportunities to enhance jobs and opportunities available to members of the Pathway Clubhouse, clients of Concord's Vocational Program (E Team), and artists at 1221 Art Space. This position also assists with the implementation of Transitional Employment Placements (TEP), independent employment, supported employment and other vocational activities that work to increase independence.

This is a part-time position and job requirements include, but are not limited to:

- Understand how to therapeutically engage a person with mental health symptoms
- Develop relationships with local businesses and colleges/universities to secure a variety of vocational/educational options for participants.
- Coaching participants in the community to include learning job and all job tasks
- Training, supervising and monitoring participants to complete job assignments/tasks
- Advocating for participants on the job
- Maintain positive relationships with participants, employers and team members
- Must have a valid driver's license, a reliable vehicle, maintain a good driving record and have the ability to provide safe transportation
- Concord offers an excellent work environment, flexible work schedules and comparable pay based on experience and licensure

Bachelor's Degree in Rehabilitation Social Work or related field; (LSW or LPC Preferred)  
or 2+ years working with adults with Severe and Persistent Mental Illness (SPMI) needing employment services (Required)

**Interested candidates should click here to: [APPLY NOW!](#)**

## **Mental Health Therapist – Full-time**

### **Are you looking to make a difference in the lives of others?**

Concord Counseling Services is seeking a Mental Health Therapist with DBT experience to provide mental health counseling with adults and teens.

- Prior counseling experience and previous group work preferred; ability to work at least one evening per week
- Must have a Masters in Social Work with LSW, LPC, LISW or LPCC
- Must also have expertise in DBT, both individual and group settings

Excellent communication, interpersonal skills and computer literacy are essential

#### **Benefit Highlights:**

- Competitive Pay
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click here to: [APPLY NOW!](#)**

**Concord is an Equal Opportunity Employer. Concord is highly committed to promoting and maintaining an atmosphere that is culturally inclusive and that welcomes diversity.**

## **Senior Insurance and Billing Specialist – Full-time**

The Senior Insurance & Billing Specialist position serves as a key role in improving the overall effectiveness of revenue cycle collections. The applicant will need to have an extensive background in the submission of claims to third party payers & an understanding of making corrections to maximize cash flow in a healthcare environment, preferably within community mental health. The applicant should also have a background working with electronic medical records (EMR) system software that is utilized to maximize correct third party claim submission. Applicant will become a go-to resource for troubleshooting system issues that end users may have.

The job responsibilities include but are not limited to:

- Responsible for proper and efficient setup of payer definitions within the EMR
- Responsible for proper setup of client insurance upon intake
- Credentialing of new staff with payers
- Responsible for review & process of claims in various stages of revenue cycle in a timely manner.
- Act as a liaison for clients with questions or issues
- Responsible for itemized patient statements
- Monitor work flow and recommend process/procedural improvements as needed.
- Maintain compliance with federal, state and local regulations, HIPAA and the Corporate Responsibility Program

### **Qualifications:**

- Required: Minimum 5 years of experience working with third party payers (preferably community mental health environment or healthcare setting)
- Required: Minimum 3 years of experience with Excel
- Experience in claim follow-up in a healthcare practice environment preferred.
- Assist with EMR infrastructure as it pertains to claim submission & payment data entry
- Knowledge of Medicare and Medicaid regulations and other insurance guidelines
- Understanding credentialing of direct service staff with third party payers
- An understanding of healthcare billing to minimize the error rate in claim submission

### **Benefit Highlights:**

- Competitive Pay
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan

**Interested candidates should click to : [APPLY NOW!](#)**

## **Service Coordinator – Full-time**

Concord Counseling Services is seeking a Service Coordinator to assist individuals with mental health and/or drug/alcohol issues who have experienced homelessness and now live in supportive housing. As a Service Coordinator, you will have the opportunity to build a community of neighbors and introduce folks to fun/sober activities around the city.

Job duties/requirements include, but are not limited to:

- Engaging tenants with activities and education both within the housing program and the outside community.
- Supporting the recovery process for each assigned tenant
- Assisting tenants with identifying and addressing barriers to success and to develop coping skills to live independently and as part of a community
- Providing limited case management services
- Minimum Associates Degree in Social Work or a related field is required
- Licensed Social Worker (LSW) or Licensed Professional Counselor (LPC) preferred

Excellent communication and interpersonal skills and computer literacy are essential

### **Benefit Highlights:**

- Increased Pay Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**



**School-Based Prevention Clinician Full-time 10-month position**

**Do you love working with children and adolescents? Are you passionate about helping our young people avoid the pitfalls leading to social emotional struggles?**

Concord Counseling Services is seeking a **10 month Mental Health School-Based Prevention Clinician** to provide school-based mental health prevention services. The job duties for this position include, but are not limited to: Providing individual and group prevention, crisis intervention/risk assessments, de-escalation, classroom lessons, linking families with community resources and collaborating with school staff and administrators.

We have a caring and compassionate team of prevention staff who are passionate about helping students and families and educating schools on the importance of mental health awareness. We aim to provide support to students to meet their needs, to keep them in class learning and to avoid escalation to more intensive services like therapy.

Master's Degree, Ohio Social Work or Professional Counselor License (LISW or LPCC preferred, LSW or LPC with experience), School Social Work License (SSW) preferred

Candidates must have experience working with children and adolescents. Experience working in schools is preferred but not required

Proficient experience with Microsoft Office including Outlook, Word and Excel and working on an Electronic Medical Records

Must be a self-starter, be able to work independently, have excellent time-management, organization, communication, and interpersonal skills

**Benefit Highlights:**

- Increased Salary Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

**Concord is an Equal Opportunity Employer. Concord is highly committed to promoting and maintaining an atmosphere that is culturally Inclusive and that welcomes diversity.**

**School-Based SUD Prevention Clinician**

**\$1000.00 SIGN-ON BONUS!**

**Full-time 12-month position**

**Do you love working with children and adolescents? Are you passionate about helping our young people avoid the pitfalls leading to substance abuse?**

Concord Counseling Services is seeking a 12 month Substance Use School- Based Prevention Clinician to provide school-based substance use prevention services which will include working with students individually, in groups, referring to community resources and parent education workshops.

- Candidates with a Master's degree and a counseling or social work license should apply. (LSW, LPC, LISW or LPCC) Chemical Dependent licensure is a plus
- Candidates must have experience working with clients with children, adolescents and their parents.
- Proficient experience with Microsoft Office including Outlook, Word and Excel and working on an Electronic Medical Records is needed.

Must be a self-starter, be able to work independently, have excellent time-management, organization, communication, and interpersonal skills.

**Benefit Highlights:**

- Increased Salary Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

**Concord is an Equal Opportunity Employer. Concord is highly committed to promoting and maintaining an atmosphere that is culturally Inclusive and that welcomes diversity.**

**School-Based Therapist**

**\$1000.00 SIGN-ON BONUS!**

**Full-time 12-month position**

**Are you passionate about improving the lives of children?**

Concord Counseling Services is seeking a Full-time School-Based Therapist to provide diagnostic evaluations and mental health counseling to children and adolescents (grades K-12) in the Groveport Madison School District. This is a year-round position. Working collaboratively with students, families, teachers, school staff, and other Concord district service providers, this dynamic position is designed to help support clients' emotional and mental health needs at both home and school. Services are provided primarily in the school buildings during the school day, but may also be provided at a Concord office, virtually, or in the home/community as needed.

- Master's Degree, Ohio Social Work or Professional Counselor License (LISW or LPCC preferred, LSW or LPC with experience) is required
- Candidates must have clinical experience providing therapy and working with children and adolescents
- Proficient experience with Microsoft Office including Outlook, Word and Excel and working on an Electronic Medical Records

Must be a self-starter, be able to work independently, have excellent time-management, organization, communication, and interpersonal skills

**Benefit Highlights:**

- Increased Salary Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

**Concord is an Equal Opportunity Employer. Concord is highly committed to promoting and maintaining an atmosphere that is culturally Inclusive and that welcomes diversity.**

**School-Based Therapeutic Support Clinician \$1000.00 SIGN-ON BONUS! Full-time – 12-month position**

**Are you passionate about improving the lives of children?**

Concord Counseling Services is seeking a Full-time School-Based Clinician to provide mental health counseling and behavioral health services to children and adolescents.

This is a year-round position that will allow you to work in a) a school setting providing mental health services for high school students identified through the IEP process as having emotional or behavioral needs and b) providing clinical therapy services to students K-12. Working collaboratively with students, families, teachers, school staff, and other Concord district service providers, this dynamic position is designed to help support clients' emotional and mental health needs in a variety of different ways. Services provided primarily in the school buildings during the school day, but may also be provided at a Concord office, virtually, or in the home/community as needed.

- Master's Degree, Ohio Social Work or Professional Counselor License (LISW or LPCC preferred, LSW or LPC with experience), School Social Work License (SSW) preferred
- Candidates must have clinical experience providing therapy and working with children and adolescents.
- Proficient experience with Microsoft Office including Outlook, Word and Excel and working on an Electronic Medical Records

Must be a self-starter, be able to work independently, have excellent time-management, organization, communication, and interpersonal skills

**Benefit Highlights:**

- Increased Salary Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

**Concord is an Equal Opportunity Employer. Concord is highly committed to promoting and maintaining an atmosphere that is culturally Inclusive and that welcomes diversity.**

## **HR Associate – Full-time**

Concord Counseling Services is seeking a HR Associate, fulltime, 40 hours per week, to work with the HR Director and HR Recruiter on various day to day human resources activities. The HR Associate is responsible for maintaining HR files and processing changes in the HRIS system. The HR Associate manages benefit administration, facilitates NEO, completes HR compliance audits, manages student loan repayment processes, is back up for payroll system administration, and answer employee questions about policy and procedures.

The HR Associate must display a professional demeanor with management, staff, and external parties, and show cultural sensitivity to all staff. The HR Associate must be able to maintain confidentiality and ensure compliance with all employment laws and regulations.

HR Associate qualifications include:

- Candidates must have either a minimum Bachelor's degree in Human Resources or a related field or 1-2 years direct HR experience.
- Candidates must be detail-oriented and have excellent organizational skills.
- Candidates must have excellent verbal and written communication skills and strong presentation and customer service skills.
- Candidates must be efficient in Microsoft Office Excel, Word, and PowerPoint programs, must have the ability to learn electronic payroll systems, and the ability to operate other basic computer systems.

This position requires candidates be available to work Monday – Friday.

### **Benefit Highlights:**

- Competitive Pay
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan

**Interested candidates should click to : [APPLY NOW!](#)**

## **Employment Specialist – Vocational Rehabilitation – Full-time**

**Employment Specialist** works with individuals to maximize the independence and employability of persons coping with personal, social, and vocational difficulties. Duties include, but are not limited to:

- Assessing client needs and designing and implementing vocational programs that may include assessment, vocational counseling, training, job coaching, and job placement.
- Participating in job development and placement programs, contacting prospective employers, placing clients in jobs, and evaluating the success of placements.
- Conferring with physicians, psychologists, occupational therapists, and other professionals to develop and implement client rehabilitation programs.
- Maintaining close contact with clients during job training and placements to support the client as well as resolve problems and evaluate placement adequacy.
- Arranging for physical, mental, academic, vocational, and other evaluations to obtain information for assessing clients' needs and developing rehabilitation plans.

Minimum Associate's degree in a Social Services related field; Bachelor's degree preferred.

Strong coaching, organizational, communication and interpersonal skills required.

### **Benefit Highlights:**

- Increased Salary Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

## **Respite Companion – Full-time**

Concord Counseling Services is seeking a Respite Companion to provide respite for caregivers who have someone with a severe mental illness living with them. This will include in-home and community based engagement. We are seeking people with 1 - 3 years of experience who are ready to serve with their heart!

This is a full-time 40 hours a week position and job requirements include, but are not limited to:

- Assist clients to achieve an increased level of independence within the community.
- Resource management, symptom monitoring, advocacy with medical providers, and a wide range of supportive activities.
- Assist clients in reaching their identified personal goals.
- Assist in stress reduction within the family and the client through a strength-based service plan
- Provide resources needed to enhance the well-being of the family and their loved one
- Increase the clients' interactions outside of his/her family unit and home
- Excellent communication, interpersonal, and computer skills are essential.
- An Associate degree in Social Work is preferred.
- Must have a valid driver's license, a reliable vehicle, maintain a good driving record and have the ability to provide safe transportation.

### **Benefits Highlights:**

- Increased Pay Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**

## Care Coordinator – Full-time

Concord Counseling Services is seeking a Care Coordinator to assist the Property Management of a Senior Housing Project through HUD. This position will assist tenants with services necessary to engage with educational and supportive activities meant to help residents gain life skills and maintain housing. As a Care Coordinator, you will have the opportunity to build a community of neighbors and introduce folks to activities around the city.

Job duties/requirements include, but are not limited to:

- Engaging tenants with activities and education both within the housing program and the outside community.
- Supporting the recovery process for each assigned tenant
- Assisting tenants with identifying and addressing barriers to success and to develop coping skills to live independently and as part of a community
- Providing limited case management services
- Minimum Associates Degree in Social Work or a related field is required
- Licensed Social Worker (LSW) or Licensed Professional Counselor (LPC) preferred

Excellent communication and interpersonal skills and computer literacy are essential

### **Benefit Highlights:**

- Increased Pay Ranges
- Supportive/Flexible work environment with high employee satisfaction rates
- Generous Paid Time off & Holidays
- Medical, Dental and Vision, Group Life, FSA, HSA, and 401K plan
- Student Loan Repayment Program
- Free supervision toward independent license
- Free CEU's

**Interested candidates should click to : [APPLY NOW!](#)**