



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!](#)

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Case Manager – Part-time (20 hours)

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Clubhouse Specialist – Part-time (20 hours)

Concord Counseling Services is seeking a Clubhouse Specialist to rehabilitate adults with severe and persistent mental illness through the development and implementation of work units Transitional Employment Placements (**TEP**), independent employment, and supported employment and social activities. The clubhouse model is a holistic approach empowering people living with mental illness. 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:

- Encourages positive, trusting relationships with members to facilitate rehabilitation
- Develops vocational goals and writes progress notes, with input from program members
- Assists in developing and maintaining TEP and SE sites in the community to include recruitment of new employers, organizing job, job coaching having regular contact with employers and actually modeling the job, if necessary.
- Maintaining positive relationships with club members, employers and Pathway team members
- Minimum Associate's Degree in Social Work or a related field required; Bachelor's preferred.

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RENEW Program Coordinator – Full-time

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

The Renew Program Coordinator serves as a key role for the 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.
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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
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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.

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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
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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)

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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

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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

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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

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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.

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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

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