

Social Work Coordinator jobs: Four Square Community Action (FSCA) – Case Management (CM)
Immediate openings for Social Work – Coordinator responsible for day-to-day tasks focusing on Healthy Opportunities Program – Medicaid Clients. Duties and experience needs below:

- Responsible for Healthy Opportunity Program clients in Cherokee, Clay, Graham, and Swain counties and position requires a SW or related degree and experience in SW type services. Competitive salary commensurate with experience.
- Experience working with all high-need clients and utilizing case plans to address the social needs of Healthy Opportunity Program participants and link clients to services. (Housing, food, medical, transportation and social supports, etc.)
- Responsible for monitoring and tracking client services on an ongoing basis and ensuring documentation of interactions as well as input of billable services into Unit Us platform for Medicaid recipients (FSCA is willing to train)
- CM to utilize motivational interviewing techniques. FSCA willing to train.
- CM duties performed primarily via telephonic interaction with clients but may require face-to-face interaction in home or in the community whenever needed.
- Must be willing to learn and utilize proficiently, Unite Us and NCCARE360 software to onboard, document, and track all client interactions. (Four Square will provide specific training for the Unite Us and NCCARE360 invoicing and case note system for clients.)
- Must be willing to participate in educational and training opportunities provided by the funder Health Impact, Four Square Community Action, or NCDHHS.
- Must be highly organized and capable of multi-tasking. • Friendly and hospitable manner with external clients/ customers and able to work well with internal team of Directors and staff. Must possess excellent verbal and written communication skills.
- Position requires a valid NC driver's license and willingness to travel locally
- Dependable and timely with assignments.
- Prefer 1-2 years of experience in a similar job.
- Must pass criminal background search and drug screen
- Position reports to Exec Director. Dr. Sue Lynn Ledford D.Ph. MPA BSN RN