



JOB VACANCY

September 21, 2016

Veteran Peer Coordinator-Veteran Case Manager

Location: Brooklyn, NY 11201

EAC Network seeks a Veteran Peer Coordinator-Veteran Case Manager to work fulltime for its Brooklyn Misdemeanor Veteran Treatment Court (BMVTC) program. The Veteran Peer Coordinator-Veteran Case Manager is responsible for assessment and case management of Veterans in the BMVTC program and recruiting, training and coordinating Peer Mentors. Position is Monday-Friday 9:00AM-5:00PM with excellent benefits medical/dental/401K and very generous Paid Time Off plan (PTO). EAC is an EOE. All qualified applicants will be afforded equal opportunities without discrimination because of race, creed, color, national origin, sex, age, disability, marital or protected veteran status.

Candidates are encouraged to view agency Web site at www.eacinc.org

RESPONSIBILITIES:

- Recruit, train and coordinate peer mentors.
- Conduct assessment interviews including referral to Psychologist for more extensive testing as needed.
- Complete treatment plan and present to the Court.
- Arrange for and implement placement into appropriate treatment program.
- Assist clients in obtaining benefits as indicated, including public assistance, SSD/SSI, housing, medical and other needs.
- Maintain complete client records and have available for inspection by Supervision at any time.
- Escort clients to treatment facilities when indicated.
- Maintain caseload through ongoing client contact.
- Conduct Seeking Safety groups.
- Make appropriate and timely site visits to all treatment agencies as required.

QUALIFICATIONS:

- Bachelor's Degree in Psychology or related mental health field or Behavioral Science required or High School Diploma/GED required and a significant combination of education and experience in substance abuse and mental health.
- Must have working knowledge of treatment programs and Veterans Administration.
- Good communication skills, both oral and written. Ability to work cooperatively with treatment and mental health systems.
- Must be proficient in computer applications or other automated systems such as spreadsheets, Microsoft Office applications, calendar, and email and/or database software necessary to perform work assignments.

HOW TO APPLY:

E-mail resume/cover letter to: employment@eacinc.org