



<b>Position</b>	Case Management- Intern
	Connections of Cumberland County (CCC) operates a Day Resource Center (DRC) with case management and computer access to support collaborative services for single women with or without children that are homeless or housing insecure.
<b>Type:</b>	Intern
<b>Term:</b>	Internship
<b>Reports To:</b>	Field Placement Coordinator
<b>Salary Range:</b>	None- offered to provide real life experience for social work and/or human service degrees
<b>Location:</b>	Day Resource Center (DRC) 119 N Cool Spring Street, Fayetteville, NC 28301
<b>Description:</b>	Provide case management services and maintain data integrity under the direction of the Case Manager Coordinator while maintaining continuity in service delivery for clients utilizing the DRC.
<b>Responsibilities:</b>	<p>Duties may include (but not limited to) the following:</p> <ul style="list-style-type: none"> <li>● Provide comprehensive case management directly with client through: <ul style="list-style-type: none"> <li>○ Completion of in-person biopsychosocial assessments</li> <li>○ Development of stabilization plans with set goals outlining tasks and resources to meet client needs</li> <li>○ Advocacy within the community and agency to obtain requested assistance</li> <li>○ Evaluate goals with assigned clients on a regular basis and adjust when needed to assist in success of client</li> </ul> </li> <li>● Collect verification documents to justify client needs to grantmakers and other relevant sources</li> <li>● Ensure accuracy in file maintenance and data entry through collection of qualitative and quantitative information</li> <li>● Adhere to the NASW Code of Ethics and practice healthy boundaries</li> <li>● Model professional behaviors through all forms of communication to include but not limited to verbal and written</li> <li>● Group Facilitation <ul style="list-style-type: none"> <li>○ Observe a clinical social worker and/or substitute abuse counselor facilitating groups</li> <li>○ Research, develop, and facilitate at least 1 group designed to empower and teach coping/life skills under supervision</li> </ul> </li> <li>● Crisis Intervention <ul style="list-style-type: none"> <li>○ Assess clients fleeing domestic violence, facing immediate eviction or utility disconnect, or presenting in a psychosis.</li> <li>○ Work with staff to develop the best plan of action to alleviate the immediate crisis while keeping client safe</li> </ul> </li> <li>● Assist in answering of phones, greeting and directing individuals as they enter the agency, monitoring computer access</li> <li>● Other duties assigned by Executive Director may include simple reports, light cleaning of office with team</li> </ul>
<b>Commonly Used Modalities:</b>	<ul style="list-style-type: none"> <li>● Solution-Focused Therapy</li> <li>● Person-Centered Therapy</li> <li>● Motivational Interviewing</li> <li>● Strength-Based Therapy</li> </ul>
<b>Schedule</b>	<ul style="list-style-type: none"> <li>● Current operating hours: Monday through Thursday 8:30 to 4:30pm</li> <li>● Hours are completed within the operating hours of the agency expect during mandatory trainings and event support</li> <li>● Hours completed outside of operating hours must be approved by Field Placement Coordinator</li> <li>● Set hours, any set breaks, and out of office appointments must be documented on the Intern Google Calendar</li> <li>● Notification of late arrival or unexpected days off must reported to supervisors via Google Chat</li> </ul>
<b>Qualifications:</b>	<ul style="list-style-type: none"> <li>● Minimum- Student within bachelor degree program</li> <li>● Competency in NASW Code of ethics and social work practice.</li> <li>● Skills with spreadsheets, data entry, coordinating processes and problem-solving</li> <li>● Results-oriented and can work independently with accuracy and accountability while tracking and reporting client progress</li> <li>● Competency in communicating effectively in verbal and written format.</li> <li>● Competency in using MS Word, Excel and PowerPoint.</li> <li>● All prospective candidates must meet screening requirements with a minimum of local background check</li> </ul>

Connections of Cumberland County is committed to providing equal employment opportunity to all qualified individuals. All applicants and/or employees are considered for hire, promotion and job status without regard to race, color, religion, creed, sex, marital status, national origin, age, physical or mental disability.