

# Van Buren Community Mental Health

## EMPLOYMENT OPPORTUNITY

Effective: April 26, 2024

**Title: Veteran Care Navigator**

**Position Number: C460020**

<b>Program:</b> CCBHC Unit	<b>Salary Range:</b> \$15.92 - \$21.28 per hour	<b>Status:</b> Regular Full-Time; 37.5 hrs/wk
<b>Benefit Eligible:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Office Location:</b> Paw Paw	<b>Union Eligible:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Basic Responsibilities:

As part of the Certified Community Behavioral Health Clinic, the Veteran Care Navigator will help customers navigate and access community services, other resources, adopt healthy behaviors, improve health outcomes, and reduce healthcare costs. The Navigator will identify and link veterans and military families to needed resources and services in the area, make appropriate referrals, coordinate services with customers, and provide follow-up. Frequent travel to various locations throughout the county required to provide services.

### Summary of Required Qualifications:

- High School Diploma or GED.
- At least 1 year of military service lived experience with willingness to share personal story with others.
- Possess Michigan Peer Support Specialist certification, or able to obtain certification within 9 months of hire.
- Valid Michigan driver's license with an approved driving record in accordance with agency procedures.
- Ability to communicate effectively in verbal, written, and electronic (EMR) formats.
- Ability to work independently and as part of a team, including ability to be punctual, manage time and crisis situations flexibly and effectively, and demonstrate good judgment.

### Summary of Essential Job Functions:

- Identifies gaps in care and provides outreach and linking services to connect Veterans and Military Families to appropriate services in the local community that best meet their needs. This coordination may include making referrals for services such as behavioral health assessment and treatment, employment, peer support, or other community-based resources.
- Offers emotional support, encouragement, and practical assistance to individuals and families of veterans and those who have served the country.
- Utilizes lived experience to engage and support recovery in others, including willingness to talk about their lived experience.
- Helps customers meet treatment and life goals while reducing barriers to those goals.
- Monitors missed appointments and works with customer to address any barriers to receiving services.
- Acts as a resource and education source to customers, families, providers, community partners, and/or staff including training internal staff on military culture.
- Utilizes patient portal for data collection and customer education.
- Works closely with external resources such as the Veterans Administration, Buddy to Buddy, and other programs in the community and engages in extensive outreach to promote mental health and/or substance use disorder treatment to veterans and military families.
- Documents customer care and related communications in the electronic medical record.
- Collects, tracks, and reports required data as described in CCBHC-wide data driven quality improvement plan and participates in presentations to stakeholders.

To apply, submit your resume and cover letter by email to the HR Office by 05/06/24:

Christine Schlabaugh, Personnel Specialist, [cschlabaugh@vbcmh.com](mailto:cschlabaugh@vbcmh.com)  
Human Resources Office, PO Box 249, Paw Paw, MI 49079

**Equal Opportunity Employer**

Approved by:

  
Debra Hess, CEO

