

Van Buren Community Mental Health

NOTIFICATION OF EMPLOYMENT OPPORTUNITY

Effective: November 13, 2025

Title: Case Manager Advocate

Position Number: C553805

Program: MICA	Office Location: Paw Paw	Status: Regular Full-Time, 37.5 hrs/wk
Union: ☒ Yes ☐ No	Benefits: ☒ Yes ☐ No	Salary Scale: \$41,216 - \$55,391 per year

Basic Responsibilities:

Coordinates daily activities for Dual Diagnosis ACT customers within the MICA ACT/IDDT Team. Supports customers in areas such as community living, relationships with significant others, financial management, and vocational/educational pursuits. Gathers background information on customers' co-occurring mental health conditions and treatment. Contributes to the planning, implementation, and evaluation of customers' activities under the direct supervision of the MICA Team Coordinator. Travels regularly across the county to deliver services, advocate for customers, and attend meetings. Provides 24-hour, on-call coverage on a rotating basis for additional compensation.

Summary of Required Qualifications:

- Bachelor's degree in social work, psychology, or other human services field, consistent with Medicaid regulations.
- Experience working with individuals who have a serious mental illness and substance use disorder. Two (2) years' experience preferred.
- Knowledge of and ability to implement community-based treatment.
- Michigan driver's license with an acceptable driving record in accordance with agency standards.
- Physical ability to complete all required trainings, including Medication Modules, IDDT 101, and ACT 101 within six months of employment, and maintain appropriate annual trainings thereafter.
- Ability to work independently and as part of a team, including the ability to be punctual, manage time and crises situations flexibly and effectively, and demonstrate good judgement.
- Appropriate MCBAP credentials preferred.

Summary of Essential Job Functions:

- Participates in all screening referrals for ACT/IDDT customers and coordinates therapeutic interventions; including person-centered and recovery-oriented care, stage-wise interventions, and motivational interviewing techniques, with individual customers and their families as needed.
- Links and coordinates with community agencies to assist customers in obtaining benefits & housing resources.
- Coordinates and leads ACT/ IDDT treatment groups, focusing on Evidence-Based Practices and/or SUD.
- Evaluates needs for leisure time skills, community support, and health care specific to individual plan of service.
- Provides 24-hour, on-call coverage on a rotating basis.
- Intervenes in crisis as appropriate.
- Acts as a liaison with other community agencies to ensure customers' needs for independent living and purposeful activity are met according to all individual treatment plans.
- Follows through in the treatment of customers while they are in temporary housing, crisis homes, or hospitalized.
- Transports customers as needed using an agency vehicle.

To apply, submit your resume & cover letter by email to the Human Resources Office by 11/24/25:

Christine Schlabaugh, Personnel Specialist, cschlabaugh@vbcmh.com
Human Resources Office, PO Box 249, Paw Paw, MI 49079

Equal Opportunity Employer

Approved by:


Debra Hess, CEO

