



TREATMENT DIRECTOR/Case Manager Job Description

Job Title: Treatment Director/Case Manager
Reports to: Executive Director and LCCA
FLSA Status: Full Time, Exempt

Facility Location:
Bee County, TX.

Job Summary (Please read complete summary and qualifications before applying.)

All applicants must be willing to subject to a background check per TX DFPS minimum standards (to include fingerprinting), a drug screen, receive a TB test, complete CPR certification.

REQUIRED QUALIFICATIONS:

A Treatment Director-Case Manager that provides or oversees treatment services for children with emotional disorders must be:

Licensed as a psychiatrist or psychologist;

OR

Have a master's degree in a human services field, ***AND have three years of experience working with children with an emotional disorder, including one year in a residential setting;***

OR

Be a licensed master social worker, a licensed clinical social worker, a licensed professional counselor, or a licensed marriage and family therapist ***AND have three year of experience providing treatment services for trafficking victims or children with an emotional disorder, including one year in a residential setting.***

Overview of New Life Refuge Home of Hope

New Life Refuge Home of Hope's-mission is: **To serve child victims of human trafficking in a safe, loving, and home-like environment.**

Established in 2011, New Life Refuge Ministries is a not for-profit 501(c) (3) organization with the mission of providing a **Refuge** of hope and healing for child survivors and a vision to end child sex trafficking.

The Home of Hope Campus is located in Texas on a 43-acre property**. The property has the potential to have 7 homes for both boys and girls, with a school and barn available for on-site services, equine therapy, agricultural projects, and vocational opportunities.

The Home of Hope provides child survivors of sex trafficking a safe and home like environment to live and transition into healthy lifestyles. We work with survivors to help them change their lives and prepare to go out into the world as confident people of good character. The Home of Hope campus is a place of new beginnings where freedom is gained, and souls are healed. The **Treatment Director-Case Manager** will identify with and embrace our core values of **Faith, Integrity, Compassion, and Excellence**. With our mission and these values in mind, the primary role will be:

SUMMARY

Definition by the state standards:

Responsible for the overall treatment program and case management, including clinical responsibility for the management of the agency's therapeutic intervention and overall management of the treatment program. A treatment director is retained as a full-time employee when providing treatment services to 25 or more children, or to more than 30% of the children in care are trafficking victims.

ESSENTIAL DUTIES AND RESPONSIBILITIES INCLUDE THE FOLLOWING- Other duties may be assigned as necessary.

SUMMARY:

- Counsels and aids children in care by providing case management services.
- Provides case management services to children and assists staff with compliance
- Facilitates placement of children including completing admission assessments and other evaluations for placement.
- Developments and reviews assessments, service delivery (service planning), discharge, and aftercare planning.
- Approves any restrictions imposed (including visitation and communication with family) on children for more than seven days which have not been reviewed and approved by the service planning team, and any bi-monthly or monthly re-evaluations of restrictions which continue past seven days.
- Approves any restrictions to a room or building for more than 24 hours which have been imposed but not reviewed or approved by the service planning team.
- Reports any/all suspecting abuse or neglect to the Administrator on duty and they immediately report the information to DFPS- txabusehotline.org
- Maintains regular contact with family and child and monitors psychological, mental, emotional, physical, and environmental well-being through phone contacts, email and initial home visits.
- Provides resource information and referrals to community organizations for therapeutic treatment such as behavior modification, stress management, and therapy to assist client in controlling disorders and other problems.
- Helps families develop a therapeutic milieu conducive to healthy child development.

- Provides crisis intervention as needed to prevent escalation of high-risk behavior, relapse, hospitalization, placement disruption, and other negative outcomes, while on-site.
- Provides "on call" services on a regular and equal basis or covers "on call" schedule – including providing awake, continuous coverage throughout the night to meet the needs of a child if needed;
- Consult with medical doctors and other specialists, and/or treatment team members concerning treatment plans and make recommendations as needed.
- Serves as the school liaison along with the house parents between the educational provider and the child.
- Inputs and updates child and family information into the MIS information system, in the interim will document on a case note.
- Ensures that medical and psychiatric appointments for diagnostic assessments are scheduled and completed within according to state regulations.
- Establishes the treatment philosophy, methods, and techniques
- Responsible for the overall treatment program, including clinical responsibility for the management of the operation's therapeutic interventions.
- Provides direction and overall management of the treatment program.
- Contracts for services from professional consultants
- Supervises, evaluates, and trains professional consultants
- Makes recommendations to the Executive Director regarding terminations of professional consultants
- Approved admission of children into the program
- Develop and assists with preliminary treatment plan
- Develops and assists with diagnostic assessment and initial treatment plan for review and approval of treatment team
- Ensures that children's files, incident reports, therapy notes, and restraint reports are in compliance with all GRO standards
- Maintains medical and dental records and make appointments as necessary
- Maintains communication with child care staff and assists with problem solving around children's behavior
- Maintains positive relationships with managing conservators
- Other duties as assigned
- Develop and assists with assessments
- Must be available for emergency calls 24 hours per a day, 7 days a week
- Supervises, trains, and evaluates case manager when the jobs are separated
- Help oversee any LPC or SW master level interns

The Treatment Director/Case Manager is evaluated annually by the Executive Director

Additional Information

This advertisement describes the general nature of work to be performed and does not include an exhaustive list of all duties, skills, or abilities required. Home of Hope is an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.

**Home of Hope Campus is in an undisclosed location for the safety and security of those we serve - it is about an hour north of Corpus Christi in Bee County, TX.