



MACH ONEHEALTH JOB DESCRIPTION

POSITION TITLE: Lead Encampment/Mental Health Social Worker (LCSW)

REPORTING TO: Executive Director

FLSA CLASSIFICATION: Exempt (Hourly/Salaried) \$70,000 - \$85,000/yr depending upon experience

Responsibilities:

1. Lead of team of 3 social workers and other volunteers and part-time staff in providing case management and clinical oversight for 30 campers living in a city sanctioned encampment.
2. Coordinate services and care coordination for people living in the encampment, including case assignments.
3. Lead case conferencing meetings related to people staying in the encampment.
4. Be the lead mental health social worker and assist in diagnosis of mental health and/or substance use disorder as needed for disability documentation for the Coordinated Entry system.
5. Assist clients in doing VI-SPDATs, completing housing applications and housing search and placement.
6. Connect clients to mainstream resources and assist with employment, health care and other needs as necessary.
7. Attend Homeless Services Consortium Outreach meetings and case conferencing as needed.
8. Coordinate with MACH OneHealth nurse for any medical care coordination that may be necessary.
9. Ensure HMIS (Homeless Management Information System) data entry is complete for all clients.
10. Ensuring confidentiality for our clients, including obtaining releases of information and providing information about rights and responsibilities related to the data of program participants.
11. Participation in relevant MACH OneHealth circles as appropriate.
12. Other duties as assigned.

Skills and Qualifications:

1. A MSW degree, LCSW required.
2. Ability to diagnose clients for disability related to mental health and/or substance use disorder.
3. Supervisory experience preferred.
4. A passion for ending homelessness and working with people without homes.

5. Ability to have a flexible schedule, evening and weekend work may be required.
6. Ability to be trained in HMIS and maintain required certifications.
7. Ability to be trained in MACH OneHealth Electronic Health Records system.
8. Commitment to maintaining confidentiality of our program participants.
9. Ability to interact with clients in a trauma-informed way that includes harm reduction and centers on the program participants' needs.
10. Ability to meet clients where they are at and be flexible in providing services.
11. History of positive working relationships with people of diverse racial/ethnic, socio-economic, and educational backgrounds.
12. Demonstrated ability to use creative problem-solving skills to assist persons of diverse backgrounds and abilities, often in extreme personal crisis.
13. Good organizational skills and ability to work independently and with close attention to details.
14. Ability to learn about government or social services agencies that assist people without homes.
15. Commitment to the mission of a small, volunteer driven non-profit organization.
16. Ability to have a flexible schedule.
17. Lived experience, bilingual in Spanish or ASL a plus.