

**CROSSROADS CSB VACANCY ANNOUNCEMENTS FOR WEBSITE**

**February 14, 2018**

**An Agency application must be submitted for all positions. Send application to Crossroads Community Services P.O. Drawer 248, Farmville VA 23901 or visit the website at: [www.crossroadscsb.org](http://www.crossroadscsb.org) or call 434-392-7049. For all positions: Salary commensurate with qualifications and excellent fringe benefits. Crossroads CSB is also an approved site for the National Health Service Corps Loan Repayment Program.**

*Crossroads Community Services is an Equal Employment Opportunity Employer*

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**Psychiatric Nurse Practitioner** - This position is responsible for providing psychiatric nurse practitioner prescriber services to individuals served by the Agency. This position receives supervision and oversight from our agency psychiatrists. You will be responsible for ensuring compliance with state/federal regulations as they pertain to clinical documentation, Medicaid, Medicare and insurance policies and procedures. The ideal candidate will be welcoming, recovery-oriented, and co-occurring competent to engage all individuals receiving services in empathic, hopeful, integrated relationships to help them address multiple issues successfully and shall support agency efforts to accomplish this. (Position #1910)

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**Case Managers (3) (Mental Health and Substance Abuse)** – These positions will provide case management services to adult individuals with mental health, intellectual disabilities and/or substance abuse. The positions are located in our Amelia, VA Clinic. Emphasis will be placed on case management services. This includes clinical assessment, treatment planning, discharge planning, linking with community services, aggressive outreach and follow-up as well as acting as liaison to public and private treatment facilities. The ideal incumbents must possess the knowledge, skills and qualifications in the Case Management Licensing Regulations to fulfill the job requirements. The ideal incumbents should also possess a proven ability to work well within communities and treatment teams. A Bachelor’s degree in Human Services with previous work related experience is required. A valid driver’s license and an acceptable driving record is required. (Position #2040)

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**Case Managers (2) (Child and Adolescent)** – These positions are responsible for case management services to children, adolescents and adults with serious mental illnesses and dually diagnosed with chemical addictions. Position are available at our Farmville (1), and Amelia (1), VA locations. Responsibilities will include clinical assessment, treatment planning, linking with community services, aggressive outreach and follow-up. The ideal incumbents must possess the knowledge, skills and qualifications in the Case Management Licensing Regulations to fulfill the job requirements. A Bachelor’s degree in Human Services with previous related work experience in providing services to the mentally disabled, chemically dependent and multi-impaired population are required. A valid driver’s license and an acceptable driving record is required. (Position #2050)

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**Licensed Therapists (3)** – These Full Time positions (Lunenburg and Farmville, VA locations) will provide a full array of mental health and substance abuse treatment including assessment, crisis intervention, individual and group therapy, and case management services to adults and children in outpatient mental health centers. Incumbent must be licensed in Virginia as Clinical Psychologist, LCSW, or LPC. Must also possess previous experience in similar setting providing therapy services as required. (Position #2055)

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**Crew Supervisor** – This position will provide direct training and support services to individuals with intellectual disabilities receiving services from CCSB. Responsibilities will include developing and modifying individual service plans, documenting and evaluating progress, supervising individuals, and providing vocational training and behavior management skills. Must possess a High School diploma or GED. Must possess a valid Virginia Driver’s license and acceptable driving record are required. Must also be willing to work a flexible schedule. (Salary: \$12.06/hour) (Position #2060)

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**Medical Records Coordinator** – This position is located in Farmville, VA and the incumbent will be responsible for maintaining our medical records systems. Working knowledge of Electronic Health Records (EHR), maintenance of health records, legal retention guidelines, release of information guidelines, and HIPPA guidelines is required. The ideal incumbent will also be capable of developing policies and procedures relative to Agency Health Information and will be familiar with Community based and facility based service delivery systems for persons with mental illness, developmental disabilities and substance use issues. A minimum of two years of related experience is required and either a Bachelor’s degree in Medical Records Administration or a two year degree in Records Management. (Position #2080)

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**Van Driver:** We are seeking a Part-Time Van Driver. You will work a daily split shift of approximately 28 hours per week. You will be transporting individuals to and from our Day Support Program in Kenbridge, VA using an Agency vehicle. Work days will be Monday – Fridays. The route will originate and end in Jetersville VA. The daily split shift route starts at 7:45 AM for approximately 2.5 hours and then again at 2:45 PM for approximately 2.5 hours. You must be available to work a flexible schedule, have an acceptable driving record and a valid VA Driver’s license. (Position #1920)

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**Training Specialist (3) – Full Time Day Support Positions** – **Two** of these Full Time positions will be hired to work at our Southside Enterprise Program located in Farmville, VA. The **third** Full Time position will be a Generic Full Time Training Specialist. This Generic position may be assigned as needed to any of our Day Program addresses. This Generic position will have no one assigned report site. All of these positions will involve working with individuals who have intensive support needs and behavioral challenges and all of these positions will provide day support in independent living skills and vocational skills to adults with developmental disabilities as well as keeping accurate and timely records. All positions will require a high school diploma or equivalent and a valid Virginia Driving License. (Minimum salary will be \$12.06/hour). (Position #1940)

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**Prevention Specialist** - This position is responsible for the planning, coordination, and implementation of substance abuse, violence and HIV/AIDS prevention programming in the school systems and communities in the seven counties served by CCSB. You will be responsible for public relations, grant writing, data collection, analysis, reporting, and testing services. You will have a report relationship to the Prevention Coordinator. OSHA regulations apply to the position. A Bachelor's Degree in a human services field is preferred and a valid driver's license and acceptable driving record are required. (Position #2090)

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**Community Support Specialist** - This position will provide training and support services to individuals with mental health and/or substance abuse. Responsibilities include documenting and evaluating progress of individuals receiving support services, and providing training and support in personal care, home and community living, and behavior management skills. This position reports to and receives supervision from the Supported Living Program Senior Case Manager. Staff shall be hired with the goal of becoming welcoming, recovery-oriented, and co-occurring competent to engage all individuals receiving services in empathetic and hopeful relationships in an effort to help them address multiple issues successfully and shall support agency efforts to accomplish this. A Bachelor's degree and experience in a related field is required. (Position #2095)

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**Part-Time Emergency Services Therapist** – This position is responsible for crisis intervention counseling, clinical assessments, hospital prescreening activities, and consultation/education with the community. You will need previous work experience in the field of crisis intervention and emergency services. A graduate level degree in a human services field is required. The incumbent must meet the minimum qualifications to become a Certified CSB Pre-Screener. You must also have a valid Virginia Driver's License and an acceptable driving record. You must be available to work a shift which could include nights, holidays and weekend rotation. (Position #2100)

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