



**Position:** Medical Social Worker – Medical Care Coordination MCC)  
**Program:** Health and Mental Health Service  
**Reports to:** Manager of Psychosocial Case Management  
**Salary:** \$60,000 Annually  
**Status:** 100%, Full-Time, Exempt, Temporary  
**Probation:** NA  
**Benefits:** NA

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#### **JOB SUMMARY:**

Under the direct supervision of the Manager of Psychosocial Case Management, the Medical Social Worker (MSW) will be responsible for providing psychosocial care management services and the development of resources for case management clients. The primary focus of the MSW is to develop, implement, track and supervise components of the psychosocial care plan. The MSW will work with the Medical Care Coordination team to provide a multidisciplinary integrated approach to care and wellness.

#### **ESSENTIAL FUNCTIONS:**

- 1) Utilizes training and experience to conduct comprehensive psychosocial assessments including: history of trauma, attachment styles, substance abuse, cognitive functioning and activities of daily living;
- 2) Oversees all psychosocial aspects of clients' treatment in Medical Care Coordination (MCC) program;
- 3) Provides consultation utilizing mental health expertise on multi-disciplinary MCC treatment teams;
- 4) Autonomously develops comprehensive care plans for clients and utilizes training in motivational and behavioral intervention to provide support and guidance in the implementation of care plans which may include health-related behavior, housing, benefits, transportation, food/groceries and other social services as needed;
- 5) Independently identifies patient needs, strengths and readiness to change;
- 6) Streamlines care coordination to improve patients' access to services including: medical, mental health, and substance abuse programs;
- 7) Coordinates client services and referrals;
- 8) Promotes linkage to and retention in medical, mental health, and substance abuse treatment;
- 9) Identifies and addresses barriers to treatment adherence and risk reduction to help improve health outcomes;
- 10) Conducts ongoing assessment of client eligibility for public health programs and other sources of funding;
- 11) Conducts follow-up activities to ensure clients receive appropriate support for referred services and ongoing needs;
- 12) Acts as liaison between clients and Los Angeles LGBT Center services/programs and other community agencies/programs;
- 13) Coordinates necessary documents for public and private assistance programs;
- 14) Maintains complete and accurate files on all clients and documents services provided using all required documentation methods;
- 15) Researches and develops resources for case management clients;
- 16) Prepares and submits reports as required in a timely manner;
- 17) Attends staff meetings, case conferences, in-services, and other meetings as directed;
- 18) Oversees the transportation needs for JGC clients within the MCC program;
- 19) Provides brief mental health intervention for chronic diseases including: motivational interviewing, crisis assessment and intervention, suicide risk assessment and intervention;
- 20) Provides referral and linkage to partner services, e.g., domestic violence, medical services, HIV testing;
- 21) Other duties as assigned.

#### **JOB QUALIFICATIONS AND EXPERIENCE:**

- 1) Experience working with the LGBTQ community and familiarity with issues of particular relevance to LGBTQ people;
- 2) A passion for the Center's work and its mission to make the world a better place for LGBTQ people;
- 3) Minimum 1 year experience, 3 years preferred, providing direct client services to people living with HIV/AIDS;
- 4) A Master's degree in Social Work, Counseling, Psychology, and/or Marriage and Family Counseling required;
- 5) Demonstrates knowledge of effects of psychosocial needs, trauma history, and cognitive/behavioral/motivational functioning on health-related behavior and exhibits ability to intervene appropriately and effectively;
- 6) Comprehensive knowledge of HIV/AIDS community resources, and public and private HIV/AIDS benefits programs;
- 7) Current American Heart Association CPR Certification required;
- 8) Bilingual (English/Spanish) preferred;
- 9) Excellent verbal and written communication skills, including strong organizational, detail and interpersonal skills;
- 10) Good computer skills and knowledge including word processing, spreadsheets, and other software systems;
- 11) Demonstrated ability to work effectively with people of diverse races, ethnicities, nationalities, sexual orientations, gender identities, gender expression, socio-economic backgrounds, religions, ages, English-speaking abilities, immigration statuses, and physical abilities in a multicultural environment.

E-mail **cover letter** and **resume** as an attachment to [jobs@lalgbtcenter.org](mailto:jobs@lalgbtcenter.org)

website: [www.lalgbtcenter.org](http://www.lalgbtcenter.org)

Or submit a **cover letter** with **application/resume** to:

Los Angeles LGBT Center, Human Resources Dept., 1625 N. Schrader Blvd., Los Angeles, CA 90028

The Los Angeles LGBT Center is an Equal Opportunity Employer and is committed to fostering diversity within its staff. Applications are encouraged from all persons regardless of their race, color, ancestry, religious creed, national origin, sex, sexual orientation, gender identity, gender expression, medical/physical/mental condition, pregnancy/childbirth and related medical condition, age, marital status, or veteran status.