



Clinical Case-Manager

Young Adult Court Clinical Case-Management

Agency Overview

Founded in 1889, Felton Institute (Formerly Family Service Agency of San Francisco) has a 126 year history of innovation in services for vulnerable children, families, and adults. With a \$16 million operating budget and nearly 300 employees, Felton offers a dynamic, challenging, and supportive work environment. All staff is supported to increase their skills, enter new domains, and increase their position and salary as their skills grow. Felton offers an excellent benefits package and salaries that are well over the median for Bay Area non-profits. We are seeking employees who are excited by the idea of lifelong growth in the skills they bring to helping those in need.

Program Description: Young Adult Court

The last two decades have given rise to a body of research establishing that young adults are fundamentally different from both juveniles and older adults in how they process information and make decisions. The prefrontal cortex of the brain — responsible for our cognitive processing and impulse control — does not fully develop until the early to mid-20s. At the same time that young adults are going through this critical developmental phase, many find themselves facing adulthood without supportive family, housing, education, employment and other critical protective factors that can help them navigate this tumultuous period. Our traditional justice system is not designed to address cases involving these individuals, who are qualitatively different in development, skills, and needs from both children and older young adults.

Young Adult Court (YAC) in San Francisco was established in summer 2015 for eligible young adults, ages 18-25. The court strives to align opportunities for accountability and transformation with the unique needs and developmental stage of this age group. The case load in the first year will serve approximately 60-80 clients. Partner agencies include the Superior Court, Office of the District Attorney, Office of the Public Defender, the Department of Public Health, Adult Probation Department, Department of Children, Youth and their Families, the San Francisco Police Department and Family Service Agency/Felton. YAC is the first of its kind nationwide.

Job Description

Community treatment and case management is provided by the Family Service Agency/Felton Institute (FSA) which uses a Motivational Care Management (MCM) model of care; this approach utilizes motivational interviewing and is client centered, collaborative, strength based, culturally relevant, data driven, and trauma informed. Services provided are clinical assessments, intensive case management, individual therapy, and Life Skills, Street Law Class, and Dialectical Behavioral Therapy groups for participants who are facing misdemeanor or felony crimes. These participants are challenged by substance abuse and co-occurring disorders and are deemed high-risk to reoffend in the community. Wellness Care Plans are created for each participant; this is an individualized plan of care that is a participant's map to success in the program including the participant's strengths, barriers, and recommendations for stabilization. Participants are ideally engaged in YAC for a period of one year by transitioning through four phases, with an ongoing relationship of care in the areas of job readiness, housing, educational support and parenting.

Evaluates needs of clients and develops treatment plan/Wellness Care Plan in coordination with others for individuals with mental, emotional, or substance abuse problems. Provides an intensive array of recovery-oriented services and supports; including housing and basic needs assistance; physical health care; benefits assistance; employment services; and integrated mental health and substance abuse treatment services. May also assist with family and parenting; suicide; stress management; problems with self-esteem and assisting clients in applying for and obtaining other social services while providing a safe and supportive environment for agency's clientele and adhering to laws regarding confidentiality and reporting requirements. Activities may include individual and group therapy; crisis intervention; case management; client advocacy; prevention and education. Maintains accurate detailed observation and progress records for later electronic billing data entry.

Program Specific Responsibilities

- Conduct bio-psycho-social/criminogenic assessment interviews and diagnostic evaluations, creating written summaries.
- Develop and implement treatment plans/Wellness Care Plans with participants.
- Provide psychotherapy including: individual and group therapy, substance use counseling, collateral work, and crisis intervention.
- Collaborate closely with Adult Probation Dept., Public & Private Attorney's, District Attorney's Office, Sheriff's Department, and other Community Partners.
- Meet all deadlines and comply with requirements for documentation/billing.
- Perform administrative tasks (i.e. chart completion, paperwork; attend staff meetings & other pertinent appointments).
- Complete weekly court reports in a timely manner.
- Develop and maintain good clinical relationships and has strong boundaries with clients.
- Assist clients to maintain stability in the community by offering support and linkage to needed services.
- Provide case-management, mental health services, and crisis intervention for criminal justice involved Transitional Age Youth.
- Carry a case-load of up to 18 clients
- Facilitate group therapy and/or Co-facilitate group therapy

Minimum Qualifications:

- Master's degree in Social Work, Counseling Psychology, Behavioral Sciences or related fields of study required
- Licensed or license-eligible preferred (e.g., BBS registration)
- Strong organizational skills
- Strong communication skills
- Strong clinical case presentation skills
- Strong clinical documentation skills/knowledge of PIRP notes
- Time management skills
- Strong Interpersonal skills
- Exhibits knowledge of developmental stages of TAY, young adulthood, middle adulthood
- Demonstrates strong assessment skills with reference to the DSM IV-R and well-developed interviewing skills
- Has knowledge and awareness of the therapeutic process and exhibits skills in facilitating that process, as well as the ability to describe it verbally and in writing
- Experience with forensic case management and/or court diversion programs a plus
- Familiarity with San Francisco Community Mental Health (county) paperwork highly desirable
- Ability to work independently and collaboratively within an interdisciplinary team
- Has knowledge of and ability to work in a non-profit community and agency structure
- Knowledge of San Francisco/Bay Area services and resources
- Experience using online data management tools (e.g. Salesforce, etc)
- Knowledge and familiarity with multi-cultural populations, especially African-American, Asian and Latino cultures
- Must be a team player with a welcoming attitude
- *Bi-lingual Spanish a plus
- *Personal transportation a plus

Additional Information:

Division: Adult
Position: 100% FTE
Reports to: Program Director

SEND RESUMES TO:

Atiim B Boykin, Program Director
Young Adult Court Clinical Case-Management
Adult Division Mental Health
Felton Institute c/o Goodwill Industries
[1500 Mission Street](#)
[San Francisco, CA 94103](#)
Email: ABoykin@felton.org
Office: 415-575-4522
Cell: 415-200-7563