



## **JOB POSTINGS FOR THE WEEK OF 2/6/2012 - 2/12/2012**

*Preferred Family Healthcare is an Equal Opportunity Employer*

To apply, please fill out our [Online Job Application](#)

### **EXECUTIVE**

- **KANSAS VICE PRESIDENT OF TREATMENT SERVICES**

Preferred Family Healthcare Inc., a leader in the non-profit mental health industry, is seeking a qualified leader to join our team in the capacity of Vice President of Treatment Services for the state of Kansas. The Kansas Vice President will provide leadership over adolescent and adult outpatient programs in Wichita, Iola, and Chanute, Kansas. A large portion of the Vice President's role will encompass staying abreast on state regulations, legislative changes and funding/expansion opportunities. Other responsibilities include program development and expansion for treatment services in communities and modifying service delivery according to best practices and community needs. Oversight of hiring, supervision, and training of staff. Oversight of regulatory requirements and licensures. In addition, the VP will be responsible for policy and budget development, program data review and analysis along with implementation of corrective action as needed. The VP directs a team of Directors and managers and reports directly to the Senior Vice President of Treatment Services. Applicants must possess expert knowledge of federal and state regulations pertaining to healthcare industry as they relate to mental health and/or substance abuse services, including knowledge of Kansas Medicaid systems and provide pay reimbursements systems. Qualified candidates must be a graduate from an accredited college or university with a Bachelor's Degree in human services, business, communications, or closely related field; AND at least five (5) years experience in mental health and/or substance abuse services with increasing responsibilities for direction and planning; OR a graduate from an accredited college or university with a Master's Degree in human services, business, communications, or closely related field; AND abuse services with increasing responsibilities for direction and planning. The applicant must have demonstrated experience in upper-level management and the ability to work independently. Experience managing a substance abuse treatment facility is preferred. Site location is negotiable with preference in Topeka or Wichita, Kansas. Posted on 01/04/2012.

- **SENIOR VICE PRESIDENT OF BUSINESS DEVELOPMENT- (PREFERABLE SITE LOCATION, ST. LOUIS MO)**

Preferred Family Healthcare Inc., a leader in the non-profit mental health industry, is seeking a qualified leader to join our Executive team in the capacity of Senior Vice President of Business Development. The Senior Vice President of Business Development will be responsible for all business development functions. Essential functions include developing personal relationships with a variety of business executives and funding sources, identifying and developing business opportunities including merger or acquisition candidates, developing sound marketing strategies for new markets, developing legislative contacts, supervising governmental programs development and supervising the grant writing department. Applicants must possess the ability to independently pursue business objectives, and have both strong interpersonal and supervision skills. Qualified candidates must be a graduate from an accredited college or university with a Bachelor's Degree in human services, business, communications, marketing, public relations, or closely related field; AND at least ten (10) years experience with responsibilities for direction and planning; OR a graduate from an accredited college or university with a Master's Degree in human services, business, communications, marketing, public relations, or closely related field; AND at least five (5) years experience with responsibilities for direction and planning; The applicant must have demonstrated experience in upper-level management and the ability to work independently. Posted on 02/07/2012.

### **MANAGEMENT**

- **EASTERN REGION PROGRAM DIRECTOR**

This position will oversee the St. Louis County Team of Concern and outpatient programs as well as the St. Louis City adolescent program. Other responsibilities will include assisting in development of future programming in the Eastern Region. Prefer Master's Degree. Candidates must possess administration experience and experience in substance abuse treatment. Position is available 01/11/2012.

## **SITE LOCATION NEGOTIABLE**

- SENIOR GRANT WRITER

The Senior Grant Writer contributes significantly to all activities related to the research, identification, writing and submission of grant proposals for private and public foundations and public government grants and contracts. The SGW follows the direction of the Senior Vice President of Planning and Development and works collaboratively with the clinical VP's and other middle management staff. Candidate must have a track record of successful Grant Writing that includes both government funding and private sources. A minimum of two year experience is required, and management experience, particularly of other grant writing and grant management staff, is desirable. Bachelors or Masters Degree preferred, years of Education may be replaced by years of relevant experience in Grant Writing and/or Human Services Management. The candidate should be a talented writer with exceptional writing and editorial skills, a creative thinker, organized administrator and able to function independently. Posted on 11/18/2011.

## **CHILLICOTHE**

- COMMUNITY SUPPORT SPECIALIST - CPRC

Our Community Support Specialists provide case management and coordination of services including accessing initial treatment needs, scheduling treatment, transitional planning, utilizing community resources, and discharge planning. Other responsibilities include facilitating educational groups and regularly communicating with referral sources/guardians regarding consumer care. Interested candidates must either have a Bachelor's Degree in Psychology or a related field, OR have at least four (4) years relevant, qualifying full-time equivalent experience in human service delivery and demonstrates skills in developing positive and productive consumer relationships and the ability to negotiate complex service systems to obtain needed services and resources for consumers. Posted on 01/13/2012.

- IIS SPECIALIST

A full time In Home Services Specialist position exists for Chillicothe and its surrounding counties. The position includes being responsible for providing in home crisis intervention services to families at risk of losing their children from their home due to abuse, neglect, and or delinquency. You will work directly with the Children's Division. Must have knowledge in areas of communication and negotiation skills, community resources, crisis intervention, life skill development, inter personal engagement, child development, parenting and discipline techniques. The primary goal of an IIS specialist is to assure child and family safety and to prevent unnecessary removal of the children. Applicants must have a minimum of a Bachelors degree from an accredited college in social work, psychology or related field. Posted on 01/19/2012.

## **HANNIBAL**

- COMMUNITY SUPPORT SPECIALIST- CPRC/ADOLESCENT

We are looking for an experienced worker to provide case management and service coordination to consumers with chronic mental illness, as a Community Support Specialist. Responsible for assessing initial and ongoing treatment needs, scheduling treatment, utilizing community resources, and discharge/transition planning. Other responsibilities include facilitating educational groups and regularly communicating with referral sources/guardians regarding consumer care. Interested candidates must have a Bachelor's Degree in Psychology, Social Work, Human Services or a related field. Preference will be given to someone with a CADC. Competitive salary, benefits, and a fabulous working environment. Posted on 11/28/2011.

## **JEFFERSON CITY**

- HOUSEKEEPING

A full-time position is available to perform routine housekeeping tasks and handy work at both of our Jefferson City facilities. Prior experience in commercial or institutional cleaning is desired. Posted on 02/03/2012.

## **JEFFERSON CITY - ADULT**

- REGISTERED NURSE

Opening for a Full-Time Registered Nurse. Position is responsible for assisting in the oversight of LPNs and Rehab Technicians, management of Modified Medical Detoxification services, and providing nursing services to consumers in substance abuse rehabilitation. Current Registered Nurse licensed in the state of Missouri with at least four (4) years of professional experience. Experience in the treatment or rehabilitation of substance abuse/ behavioral health preferred. Posted on 11/14/2011.

- REHABILITATION TECHNICIAN

Our Rehabilitation Technicians assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of client population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. Hours for this position are 3 pm-11 pm evening and overnight 11 pm-7 am. You must also be able to work weekends. A high school diploma or GED is required. Experience in Human Service related fields is preferred.

- **SECRETARY**

Our Secretary is responsible for filing, typing, and various office duties. This position requires good organizational skills, flexibility, and attention to detail. Experience is preferred. Posted on 01/11/2012.

## **JOPLIN - ADOLESCENT**

- **CLINICAL SUPERVISOR**

Responsible for clinical oversight and management of adolescent substance treatment program. Duties include providing supervision of Associate Counselors and Therapists, participating in treatment planning, and coordinating program activities in our Adolescent Program. Other responsibilities include providing family, trauma and co-dependency counseling as needed, responsibility for program compliance, curriculum development and implementation and report completion. Qualified applicants will possess ability to work with adolescents on a group and individual basis. Ability to supervise and support staff in varied roles within the program. Supervisory experience preferred. A minimum of CRADC or licensure is required. Posted on 08/01/2011.

- **COMMUNITY SUPPORT SPECIALIST**

Our Community Support Specialists provide case management and coordination of services including accessing initial treatment needs, scheduling treatment, transitional planning, utilizing community resources, and discharge planning. Other responsibilities include facilitating educational groups and regularly communicating with referral sources/guardians regarding consumer care. Interested candidates must either have a Bachelor's Degree in Psychology or a related field, OR have at least four (4) years relevant, qualifying full-time equivalent experience in human service delivery and demonstrates skills in developing positive and productive consumer relationships and the ability to negotiate complex service systems to obtain needed services and resources for consumers. Posted on 01/16/2012.

- **COUNSELOR**

Our Counselors facilitate group counseling, family conferences, and individual sessions with individuals with mental illness and/or substance abuse problems to improve their ability to perform tasks in their daily living and working environments as well as provide clinical guidance. Other responsibilities include intake, screenings, and assessments, assisting consumers through the transition process and developing treatment plans. Additional duties include assisting in professional supervision and providing training on clinical issues and evidenced based practices. Experience in major depression, substance abuse, dual diagnosis and other mental illness is a preferred. Knowledge in current treatment trends and strong assessment and evaluations skills also required. Applicant must have a minimum of a bachelor's degree and hold a current CADC, CRADC, CRAADC, RSAP, CCJP, or CCDP in the state of Missouri. Posted 01/16/2012.

- **REHABILITATION TECHNICIANS**

Our Rehabilitation Technicians assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of client population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. Part-time shifts are available for days, evenings, weekends, and overnights. A high school diploma or GED is required. Experience in Human Service related fields is preferred. Posted on 11/09/2011.

- **THERAPIST**

A full-time Therapist opening with responsibilities that include facilitating group counseling, family conferences, and individual sessions with individuals with mental illness and/or substance abuse problems to improve their ability to perform tasks in their daily living and working environments as well as provide clinical guidance. Other responsibilities include intake, screenings, and assessments, assisting consumers through the transition process and developing treatment plans. Additional duties include assisting in professional supervision and providing training on clinical issues and evidenced based practices. Experience in major depression, substance abuse, dual diagnosis and other mental illness is a preferred. Knowledge in current treatment trends and strong assessment and evaluation skills also required. Applicant must have a minimum of a master's degree and hold a current Licensed Professional Counselor or Licensed Social Worker credential in the state of Missouri or a provisionally licensed person. Posted 08/17/2011.

## **KANSAS CITY-ADOLESCENT**

- **MAINTENANCE WORKER**

An opening exists in our Kansas City office for a full-time maintenance worker. The hours required are from 8 am - 5 pm. The qualified candidate for this position must have general maintenance knowledge, including minor electrical, plumbing, painting and sheetrock repair. The successful candidate must be able to work independently and demonstrate flexibility. Have strong attention to detail and organization skills, and must be able to communicate effectively in both written and oral form. This candidate will also be required to travel to PFH sites in Lee's Summit and Liberty for repairs as needed. Posted on 11/02/2011.

- **REHABILITATION TECHNICIANS**

Our Rehabilitation Technicians assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of client population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. Part-time shifts are available for days, evenings, weekends, and overnights. A high school diploma or GED is required. Experience in Human Service related fields is preferred.

## **KIRKSVILLE**

- **COMMUNITY SUPPORT SPECIALIST - CPRC**

We are seeking a full-time individual to provide case management and coordination of services for individuals in our Community Psychiatric Service Center. Experience in working with severely mentally ill consumers is desirable. Interested candidates must either have a Bachelor's Degree in Psychology or a related field. Posted on 02/01/2012.

- **REGISTERED NURSE**

Our Registered Nurse provides medication consultation and management for our adolescent substance abuse treatment program. We prefer individuals with good assessment skills, experience in behavioral health, and the ability to provide educational programs. Must have a current Missouri License. Posted on 01/23/2012.

- **REHABILITATION TECHNICIANS**

Our Rehabilitation Technicians assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of consumer population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. A high school diploma or GED is required. Experience in Human Service related fields is preferred.

## **LIBERTY-ADULT**

- **REHABILITATION TECHNICIANS**

Opening for a Part-time a Rehabilitation Technician to assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of client population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. Therefore, you must have a valid chauffeurs' license. A high school diploma or GED is required. Experience in Human Service related fields is preferred.

## **ST. CHARLES-ADOLESCENT**

- **REGISTERED NURSE**

A full-time Registered Nurse is needed to provide medication consultation and management for our adolescent substance abuse treatment program. We prefer individuals with good assessment skills, experience in behavioral health, and the ability to provide educational programs. Posted on 01/09/2012.

- **REHABILITATION TECHNICIANS**

Our Rehabilitation Technicians assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of client population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. Part-time shifts are available for days, evenings, weekends, and overnights. A high school diploma or GED is required. Experience in Human Service related fields is preferred.

- **SCHOOL TEAMS COORDINATOR (TEAM OF CONCERN)**

Part-time position to collaborate with the St. Charles School Districts to ensure the effectiveness of the school based program. Must have strong background in Mental Health and addiction issues, have strong organization/communication skills and be able to organize and maintain the care teams within the schools. Posted on 01/09/2012.

## **ST. JOSEPH-ADOLESCENT**

- THERAPIST

Our Therapists responsibilities include facilitating group counseling, family conferences, and individual sessions with individuals with mental illness and/or substance abuse problems to improve their ability to perform tasks in their daily living and working environments as well as provide clinical guidance. Other responsibilities include intake, screenings, and assessments, assisting consumers through the transition process and developing treatment plans. Additional duties include assisting in professional supervision and providing training on clinical issues and evidenced based practices. Experience in major depression, substance abuse, dual diagnosis and other mental illness is a preferred. Knowledge in current treatment trends and strong assessment and evaluation skills also required. Applicant must have a minimum of a master's degree and hold a current Licensed Professional Counselor or Licensed Social Worker credential in the state of Missouri. Posted on 02/06/2012.

## **ST. LOUIS - SOUTH COUNTY**

- COUNSELOR

Our Counselors facilitate group counseling, family conferences, and individual sessions with individuals with mental illness and/or substance abuse problems to improve their ability to perform tasks in their daily living and working environments as well as provide clinical guidance. Other responsibilities include intake, screenings, and assessments, assisting consumers through the transition process and developing treatment plans. Additional duties include assisting in professional supervision and providing training on clinical issues and evidenced based practices. Experience in major depression, substance abuse, dual diagnosis and other mental illness is a preferred. Knowledge in current treatment trends and strong assessment and evaluations skills also required. Applicant must have a minimum of a bachelor's degree and hold a current CADC, CRADC, CRAADC, RSAP, CCJP, or CCDP in the state of Missouri. Posted on 11/23/2011.

## **ST. LOUIS - WEST COUNTY**

- PROGRAM SECRETARY

Our Program Secretary is responsible general clerical duties including answering agency line and greeting visitors. In addition this position completes intake paperwork on all new consumers, responds to new referrals, maintains consumer waiting lists, facilitates screenings and offers administrative support to all staff. Other responsibilities include assisting program site with file management, daily census reporting, meeting reporting requirements and assists in filing, chart reviews, compilation of charts and break down of charts. An incumbent of this position must possess excellent communication and organization skills as well as work well in a team setting. A high school diploma or GED is required. We prefer individuals with human service experience. Posted on 10/21/2011

- REHABILITATION TECHNICIANS

Our Rehabilitation Technicians assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of client population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. Part-time shifts are available for days, evenings, weekends, and overnights. A high school diploma or GED is required. Experience in Human Service related fields is preferred. Posted on 10/21/2011.

## **ST. LOUIS ADMINISTRATION - TOWN AND COUNTRY**

- INSURANCE CARE MANAGER

Seeking applicants for an Insurance Care Manager. This position assists with the admission of clients with private insurance, benefit verification, securing authorizations, quality review of billing and follow up on claims/EOBs. The coverage area includes portions of Eastern and Mid-Missouri and some travel is required. Must have clinical setting experience and working knowledge of managed behavioral healthcare. Strong communication and organizational skills, the ability to work independently as well as to partner with clinical teams, and attention to detail necessary. Behavioral health claims knowledge/experience a plus. Bachelor's degree in behavioral health related field required and managed behavioral health work experience preferred. Posted on 01/18/2012.

## **ST. LOUIS-ADOLESCENT**

- REHABILITATION TECHNICIANS

Our Rehabilitation Technicians assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of client population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. Part-time shifts are available for days, evenings, weekends, and overnights. A high school diploma or GED is required. Experience in Human Service related fields is preferred.

## **ST. LOUIS-BROADWAY - ADULT**

- RECEPTIONIST

A full-time position is open at our St. Louis - Broadway office. Duties include answering the phones, filing, typing, and various office duties. Candidate must have good organizational skills, flexibility, and the ability to pay close attention to detail. High School Diploma/GED and previous office work is required. Posted on 01/27/2012.

## **ST. LOUIS-MIAMI ST.-ADULT**

- **ASSESSMENT PROFESSIONAL**

The substance abuse and mental health assessment specialist is responsible for completion of assessments for drug court participants and reporting of results to appropriate drug court personnel within the St. Louis City Drug Court. Other responsibilities include cooperating with drug court team, follow-up progress assessments of drug court participants, evaluate progress results and prepare written and oral reports for drug court team members relating to the findings and program achievements of the individual participant. Qualified applicant must have a Masters Degree in Counseling or Related Field. Also qualified applicant must hold the credentials of a Qualified Substance Abuse Professional as defined by the Missouri Substance Abuse Professional Credentialing Board, Inc. (MSAPCB) Posted on 01/30/2012.

## **TRENTON**

- **REHABILITATION TECHNICIANS**

Opening for a PRN Rehabilitation Technician to assist in serving the needs of individuals with substance abuse diagnosis in both outpatient and inpatient environments by assisting the Clinical Team in assigned treatment procedures and providing feedback, preparing the treatment area(s), cleaning areas, providing ongoing monitoring and supervision of client population and providing orientation to clients served. Other responsibilities include facilitating educational and recreational groups and providing transportation. A high school diploma or GED is required. Experience in Human Service related fields is preferred. Posted on 01/13/2012.

## **WENTZVILLE-ADOLESCENT**

- **AFTERCARE/ALUMNI SPECIALIST**

Our Aftercare/Alumni Specialist will participate in screening and assessment, treatment planning, and transitional processes with individuals with mental illness and/or substance abuse problems to improve their ability to perform tasks in their daily living and working environments. Other responsibilities include developing treatment plans and conducting individual and group therapy. We prefer applicants with a Bachelor's Degree and experience in substance abuse field. Posted on 12/27/2011.

- **COMMUNITY SUPPORT SPECIALIST**

An opening for a part-time Community Support Specialist to provide case management and coordination of services including accessing initial treatment needs, scheduling treatment, transitional planning, utilizing community resources, and discharge planning. Other responsibilities include facilitating educational groups and regularly communicating with referral sources/guardians regarding consumer care. Interested candidates must either have a Bachelor's Degree in Psychology or a related field, OR have at least four (4) years relevant, qualifying full-time equivalent experience in human service delivery and demonstrates skills in developing positive and productive consumer relationships and the ability to negotiate complex service systems to obtain needed services and resources for consumers. Hours are afternoon and evening. Posted on 12/27/2011.

- **THERAPIST**

An opening for a part-time Therapist to help in facilitating group counseling, family conferences, and individual sessions with individuals with mental illness and/or substance abuse problems to improve their ability to perform tasks in their daily living and working environments as well as provide clinical guidance. Other responsibilities include intake, screenings, and assessments, assisting consumers through the transition process and developing treatment plans. Additional duties include assisting in professional supervision and providing training on clinical issues and evidenced based practices. Experience in major depression, substance abuse, dual diagnosis and other mental illness is a preferred. Knowledge in current treatment trends and strong assessment and evaluation skills also required. Applicant must have a minimum of a master's degree and hold a current Licensed Professional Counselor or Licensed Social Worker credential in the state of Missouri. This is for afternoon and evening hours. Posted on 12/27/2011.