**University** San José State University

**Position Title** Case Manager

**Department** Counseling Services

**Salary Range** Commensurate with qualifications and experience

**Position Description**  
Candidates must address the mental health and welfare, as well as the educational and academic achievement needs of a student population of great diversity with regard to ethnic, racial, country of origin, gender, sexual orientation, transgendered, disability, and religious diversity.   
Successful candidates are expected to collaborate and work closely with other disciplines/departments, developing and implementing innovative non-traditional services for the diverse student population.  
  
Summary of Duties: Under the general supervision of the Director of Counseling Services, the selected candidate will provide effective referrals, follow-up, and continuity of care within Counseling Services; between Counseling Services and other departments on campus; and between Counseling Services and community resources; develop and maintain a current database of available service providers; and assist referred students in making use of health care benefits. As determined by case management demand, the Case Manager may also provide clinical services such as individual and group therapy, triage/intake assessments, supervision, and training of intern/practicum graduate students, outreach programs, clinical consultation, and cirsis intervention. Other duties as assigned.

**Minimum Qualifications**  
Education   
● Masters Degree in Social Work and licensed in the State of California or eligible to sit for licensure by the anticipated start date; or  
● Doctorate in counseling or clinical psychology from a regionally accredited university and licensed in the State of California or eligible to sit for licensure by the anticipated start date; or  
● Graduate Degree in MFT and licensed in the State of California or eligible to sit for licensure by the anticipated start date.  
Experience   
● expertise in case management services;  
● awareness of, sensitivity to, and knowledge in facilitating the personal and educational goals of a multicultural population;  
● demonstrated effectiveness in working with a variety of racial/ethnic groups and diversities including multi-racial identity; gender; gay, lesbian, bisexual, transgendered; disabilities; country of origin; and religion;   
● experience in outreach and consultation;   
● strong clinical and crisis management skills;   
● excellent interpersonal and communication skills;   
● strong planning and organizational skills.

**Desired Qualifications**  
● Experience with diverse student populations on college campuses.  
● Strong working knowledge of local community and private resources.  
● Basic knowledge of private health insurance benefits as well as MediCal.  
● Multilingual/multicultural.   
● Proficient in database management and computer record-keeping systems.

**University Description**  
San José State University is California’s oldest institution of public higher learning. The campus is located on the southern end of San Francisco Bay in downtown San José (Pop. 945,942), hub of the world-famous Silicon Valley high-technology research and development center. Many of California’s most popular national, recreational, and cultural attractions are conveniently close. A member of the 23-campus CSU system, San José State University enrolls over 29,000 students, a significant percentage of whom are members of minority groups. The University is committed to increasing the diversity of its faculty so our disciplines, students and the community can benefit from multiple ethnic and gender perspectives.   
  
San José State University’s latest enrollment census shows that ethnically we have a student population that is approximately 30% Asian American, 21% Hispanic, 27% White, 4% African American, 8% Foreign Nationals. The mean age of undergraduate students at SJSU is 23.

**Region Description**

**Required Application Materials**  
Submit 1) current vitae; 2) names, addresses, and telephone numbers of five professional references (no one will be contacted without your explicit permission); and 3) a letter of interest that includes a brief statement explaining your approach in providing services to a diverse student population. We recognize that this is a request not answered easily in a brief statement, but we would like this additional information (preferably on one page) in order to better understand your experience, skills, knowledge, and abilities.

**Application Deadline**  
For full consideration, apply by February 20, 2012

**Starting Date**  
May 1, 2012

**Send Applications To:**  
Ellen J. Lin, Ph.D., Director

**Mailing Address**  
Counseling Services Adm 201-0035 San José State University One Washington Square  
San Jose, California 95192-0035

**Phone Number**  
(408) 924-5910

**Web Address**  
<http://www.sjsu.edu/counseling/>

**This listing expires on:**  
3/22/2012