

CROSSROADS CSB VACANCY ANNOUNCEMENTS FOR WEBSITE AND INTERNAL POSTING –11/22/2021

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 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. Get your College Loans Paid for!!!

Crossroads Community Services Board is an Equal Opportunity Employer

Director of Finance – This position will be responsible for the financial, reimbursement accounting, financial management, budget systems and financial compliance services for CCSB. The incumbent will also be responsible for managing the overall financial and reimbursement operation and for the Agency reimbursement and fiscal operations. Knowledge of the following is required: financial management of a Community Services Board, and Fiscal Policies and Procedures of a Community Services Board, Fiscal Policies and Procedures of non-profit corporations. Applicants must possess a Certified Public Accounting License in the State of Virginia and be in good standing with the Board of Accountancy. A minimum of 10 years related job experience including 2 years in a supervisory/leadership position is required. (Position #2015)

Clinic Supervisor - This position is located in Charlotte Court House VA and is responsible for monitoring and maintaining the delivery of clinical services within the assigned program site. A full range of treatment and prevention services are provided to clients with psychiatric, emotional, substance abuse and/or social problems. This position provides direct clinical supervision to clinical staff in areas of clinical assessment and treatment. The incumbent will also provide clinical and administrative support to staff assigned to the site location. The incumbent must possess a graduate level degree in psychiatric social work, psychology or related field plus three years experience in mental health setting or an equivalent combination of education and experience. Must also be licensed in Virginia as a Clinical Psychologist, LCSW, LPC or be license eligible. (Position # 2025)

Same Day Access Coordinator – This position oversees our Same Day Access Service. Same Day Access is a State Mandated Program that allows individuals to walk into the Clinic during select hours and be seen for an evaluation on the same day. The position is responsible for providing to clients, coordinating follow-ups, and ensuring documentation is completed according to Program expectations. Additionally, this position will network with community stakeholders to promote the Same Day Access Program in the communities we serve, with the intent of expanding the service throughout the counties Crossroads serves. Additional duties include maintaining a small therapy caseload and supporting the Emergency Services Dept. as a back-up supervisor. This position requires licensure in the State of Virginia as well as credentialing to become a certified pre-admission screener. (Position #2030)

Emergency Services Therapists – These full-time positions are responsible for crisis intervention counseling, clinical assessments, hospital prescreening activities and consultation/education to the community. A graduate level degree in a human services field is required. The incumbent must also meet the minimum qualifications to become a Certified Pre-Screener. (Position #2100)

Licensed Therapist– This full-time position in Amelia, VA is responsible for a full array of mental health and substance abuse treatment services including assessments, crisis intervention, individual and group therapy, and case management services for adults and children in our outpatient Clinic in Charlotte CH. The ideal candidate will be licensed in Virginia as a Clinical Psychologist, LCSW, or LPC. Licensed Eligible Candidates are also welcome to apply. All candidates must possess previous experience in similar settings providing therapy services as required. (Position #2000)

Licensed Therapist – School Based – This full-time position requires a licensed therapist with experience treating children and adolescents as well as some knowledge related to the provision of clinical case management services to families. This position will be housed in local elementary and middle schools, with administrative and clinical oversight provided through CCSB. Knowledge of family therapy models and techniques, crisis intervention and mandated reporting requirements and clinical case management duties required. (Position #2010)

Accounting Specialist – This full-time position will assist with Fund Accounting. Knowledge of the following areas is required: Financial Management of a community services board and/or local government and non-profit Fund Accounting and Fiscal Management policy and procedures as promulgated by the DBHDS fiscal office, computer operation related to general ledger, accounts receivable/payable, etc., Generally Accepted Accounting Principles (GAAP) and financial internal controls, HIPAA regulations and DHHS security and privacy regulations. An Associate's Degree in Accounting, Business Administration or Finance is required. A Bachelor's Degree is strongly preferred. (Position #2020)

Training Specialists - Day Support Programs- These full-time positions are located Charter CH and Kenbridge VA.. These positions will involve working with individuals who have intensive support needs and behavioral challenges and will provide day support in independent living skills and vocational skills to adults with intellectual and developmental disabilities as well as keeping accurate and timely records. High School diploma or equivalent is required along with a valid Virginia Driving License. Salary based on qualifications (minimum is \$13.31 per hour). (Position #2085)

Training Specialists– Residential Programs- Full-time and part-time positions in our Residential Programs in Farmville VA to work evenings and overnights. Duties include providing support in independent living skills and vocational skills to adults with intellectual disabilities as well as keeping accurate service records. Positions involve working with individuals who have intensive support needs and behavioral challenges. These part-time positions will be limited to a maximum of 28 hours work per week. High School diploma or equivalent is required. A valid Virginia Driving License is also required. (Minimum salary will be \$13.81 per hour. (Position #2050)

Case Managers (5) –(Mental Health/Substance Abuse) These open positions require a Bachelor's Degree in Human Services and a minimum of two years of related experience. The ideal incumbents must also possess the knowledge, skills and qualifications in the Case Management Licensing Regulations to fulfill the job requirements. A valid driver's license and an acceptable driving record is also required. All of these positions will be providing case management services to adults or children/adolescents with mental health illness and/or substance abuse. Emphasis will be placed on case management services. The positions are located in our Farmville, Amelia and Lunenburg Clinics. (Position #2040)

ID/DD Case Manager (Intellectual Disabilities) – This full-time position will provide case management services in an outpatient setting located in Farmville, VA. Incumbent must meet Medicaid standards for qualified case manager for developmental disabilities case management services and possess previous work experience in similar setting. Bachelor's degree and experience with DD and ID Community Waivers required. Valid Virginia Driver's license and acceptable driving record also required. (Position 1935)

Part-Time House Supervisors (3) – Part-time overnight positions available to work 2-3 days per week on a shift from 10:30 PM – 8:30 AM in our new Transitional Living Home in Farmville, VA. The Home will serve individuals stepping down from Residential Treatment Programs. These positions will provide overnight coverage in the Home to ensure resident adhere to Program rules and to offer support and encouragement as needed. High School Diploma required along with an acceptable DMV record. (Position #2070)

PT 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 Charlotte CH, VA using an Agency vehicle. Work days will be Monday – Fridays. The route will originate and end in Charlotte CH, VA. The daily split shift route starts at 7 AM for approximately 2.5 hours and then again at 3 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)

Peer Support Specialists – These ideal candidates will have a minimum of one year of current recovery experience related to mental health or substance abuse to serve as peer support specialists. These positions will provide support and direct intervention to other individuals entering or progressing in the recovery experience. Mandatory training and certification will be provided with continued employment contingent on successful completion. The successful candidates must also have a minimum of a high school diploma. A valid unrestricted Virginia Driver’s License and proof of auto liability insurance is required. . (Position #2065)

Risk/QA Specialist –This position is responsible for the coordination of agency licensure efforts with any regulatory agency (i.e. DBHDS) including research, in conjunction with management staff, development of policies and procedures meeting licensure and other regulatory standards and coordination with management and other staff on agency licensure efforts. Facilitates internal review and development of policies and procedures directly related to risk management and HIPAA compliance. Incumbent must possess the knowledge, skills and ability to fulfill the job requirements. (Position #2055)

QA/UR Assistant II – This position is responsible for medical record reviews, statistical reporting duties and functions related to health information regulations and processes. Staff certification training will be provided as required. Knowledge of HIPAA, CMS, DBHDS, DMAS, and CARF regulations and standards is required as applicable for the position. Knowledge of Agency policies and procedures related to confidentiality and security of protected health information also required. (Position #2060)