



Supports Coordinator

Kalamazoo Community Mental Health & Substance Abuse Services is looking for a Supports Coordinator who has experience working with individuals with diverse racial, ethnic, or cultural backgrounds and persons with intellectual developmental disabilities to provide advocacy and coordination of services that will enable individuals to be served in the least restrictive setting. The duties of the Supports Coordinator will include assessment, linking to services/community resources, active clinical monitoring and documentation of services provided for individuals served.

A minimum one year experience with adults with intellectual developmental disabilities and a Bachelor's Degree in Psychology, Social Work, or related field is required. A valid Michigan driver's license, the availability of a vehicle, experience with Microsoft applications and excellent writing skills are also required. Licensure as RSST, LPC, etc is preferred.

We offer competitive compensation and fringe benefits, including medical, vision and dental insurance; disability and workers compensation insurance; paid holidays, Paid Time Off plan, continuing education, retirement plan and Deferred Compensation Plan.

Individuals of diverse racial, ethnic, and cultural backgrounds along with bilingual candidates are encouraged to apply. KCMHSAS is an equal opportunity employer that encourages diversity and inclusion among its workforce. We strive to empower people to succeed.

Physical Requirements / Working Conditions:

Physical Efforts – Job demands include prolonged sitting and standing as appropriate. May occasionally require light lifting up to 25 pounds, stooping, kneeling, crouching, or bending as appropriate. Requires coordination of hands and/or eye/hand/foot.

Working Conditions – Office environment with noise from computers, copy machine, and telephones. Use of video display terminal (VDT) for periods in excess of 30 minutes at a time. Possible eyestrain from extended periods of viewing VDT. May be exposed to bloodborne pathogens, infectious diseases, and parasites. Travel throughout the Kalamazoo area is required.

Apply online at www.kazoocmh.org/careers