

# Cornerstones of Care

## Case Manager

### Foster Care Case Manager, Clay County, MO.

Cornerstones of Care seeks caring and professional people who share our desire to nurture children and families.

Cornerstones of Care is an Equal Opportunity Employer. All employment opportunities require Post-Offer Drug Screen and Background Checks. You must be at least 21 years of age to be employed by Cornerstones of Care or by Cornerstones of Care agencies due to licensing requirements.

Benefits include medical, dental, vision, life, AD&D, long-term disability, and 401(k) plans, as well as an employee assistance program and cafeteria plan for pre-tax child care and medical reimbursement expenses.

Cornerstones of Care also offers its employees development opportunities through leadership training program, computer software classes, and an inter-agency transfer policy that allows employees to move to another agency while retaining tenure and benefits.

#### Job Description

Our Clay County Office has a position open for Foster Care Case Manager to work under the direction of a Case Management Supervisor and are responsible for the provision of foster care and adoption case management services as dictated by contract/licensing/funding body/accreditation requirements. They responsible for the overall management and delivery of services to children on their caseload, aimed at achieving permanency and safety, and acts as the facilitator/coordinator of activities, within the Family Support Team context, working towards moving the child to a permanent home.

#### Specific Duties

- Work with culturally diverse client base
  - Maintain face-to-face contact with each referred child and their family consistent with Cornerstones of Care policy, COA standards, and Consent Decree standards.
  - Plan, arrange, and/or provide crisis intervention as needed.
  - Manage the disenrollment process and assure a smooth transition to follow-up services and supports.
  - Make recommendations to the Children's Division and the court with regards to reunification and permanency through concurrent planning for the child.
  - Coordinate any supportive services and resources that children and/ or family members under case management services may need
  - Management and containment of costs for services within designated budgeted allotments for entire caseload.
  - Attend all necessary trainings as dictated by contract and Case Management Supervisor.
  - Maintain client and staff files according to Cornerstones of Care standards and as required by policy and procedure.
  - Represent Cornerstones of Care within the community in an effective and professional manner so that each contact understands and appreciates the value of agency services.
  - Submit outcome data, satisfaction surveys, and treatment and service documentation to Case Management Supervisor.
- Other duties as assigned by supervisors, directors, and/or administrators

*continued*



Administrative Office:  
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**Cornerstones of Care**  
**Case Manager**  
**Foster Care Case Manager, Clay County, MO.**

**Requirements**

**Qualifications**

- BA in Human Service Field required, MS in Social Work preferred
- At least 3 yrs related experience
- Strong financial management, time management & computer skills
- Must have a good driving record w/ 5 years driving experience, reliable transportation, and current auto insurance.
- Must be at least 21 years of age
- Participates in the After Hours On-Call Rotation

**Closing Date:** **None**

**How to Apply:** Submit your resume to [hr@cornerstonesofcare.org](mailto:hr@cornerstonesofcare.org), or fax to 816.508.3223