



Colorado TASC
Peer Assistance Services

Position Description

Western TASC Case Manager

Treatment Accountability for Safer Communities

Due to participant demographics and grant requirements, the Case Manger must be male.

COLORADO TASC
Supporting addiction recovery through assessment, referral and case management.

A PROGRAM OF
Peer Assistance Services, Inc.
FUNDED BY THE
Colorado Department of Corrections

MILE HIGH TASC
Denver
Englewood

NORTHEAST TASC
Westminster
Greeley

SOUTHEAST TASC
Colorado Springs
Pueblo

WESTERN TASC
Grand Junction

Position Summary:

The TASC Case Manager primary responsibilities include

- Maintain an assigned caseload of individual clients from initial assessment and referral until final date of discharge from TASC.
- Upon completion of the evaluation the case manager will refer the client to the appropriate level of treatment and monitor the client's attendance and progress.
- Maintain accurate records on assigned caseload, to include client files and data entry
- Assist in the monitoring of urinalysis testing and administration of Antabuse and breathalyses.
- Facilitate regular communication between Parole and community-based partners.
- Attend Regular
 - Additional tasks as assigned

Qualifications:

- Bachelor degree in Human/Behavioral Services, Criminal Justice, or related field
- Relevant knowledge of substance use disorders and/or criminal justice service
- Proficiency with Microsoft Office Suite required.
- Successful completion of a comprehensive background examination conducted by the Colorado Department of Corrections
- Completion of the Colorado Department of Corrections Training Academy

Licensure/Certification:

- CAC certification required. Continuing education relevant to substance use disorders is recommended and may be paid for if funds are available.

Supervisor: TASC Director(s)

Professional Characteristics:

- Understands and supports the mission of Peer Assistance Services, Inc. and TASC
- Understands and supports the mission of the Department of Corrections
- Recognizes obligation to confidentiality of program participants and records
- Supports the disease perception of addiction
- Demonstrates the ability to communicate effectively with individuals
- Supports and is sensitive to concepts of Human Rights
- Has the ability to relate to diverse groups
- Ability to establish and maintain effective working relationships with other Peer Assistance Services staff, the Department of Corrections and other organizations in the community.

Please e-mail your resume and cover letter to: HR@peerassist.org, or fax to 303.369.0982. Phone calls will not be accepted. Minorities are strongly encouraged to apply. EOE.

PEER ASSISTANCE SERVICES, INC. *Start believing.*

2170 South Parker Road, Suite 229 | Denver, Colorado 80231

TEL 303.369.0039 TOLL-FREE 1.866.369.0039 FAX 303.369.0982

www.peerassist.org | www.codrugfreeworkplace.org