

Tri-River Case Manager

Full-Time

Job Description

\$35,000-\$40,000

Tri-River Alcohol Safety Action Program
Abingdon Square
3067 George Washington Memorial Highway
Hayes, VA 23072

THIS IS NOT A STATE POSITION

This position will be responsible for the screening, management, monitoring and supervision of program participants. The position will also prepare court reports and other documents related to monitoring participants and will testify in court hearings. The case manager will be responsible for evaluating all aspects of program participation and progress towards completion of program requirements.

Minimum Qualifications: A bachelor's degree from an accredited college or university with a major in criminal justice, psychology, social work or related field. Must be able to clearly communicate with diverse audiences, must be experienced in computer operations, data entry, document preparation and problem solving. Must be able to conduct interviews, analyze data and have some knowledge of court operations, procedures and laws pertaining to substance abuse and drinking drivers and knowledge of the concepts of case management.

Candidate must be able to successfully pass a background investigation, including a DMV record check and drug screening.

Please forward resume no later than 5:00 p.m. on May 5, 2017 to:

Rosario Carrasquillo
The Commission on Virginia Alcohol Safety Action Program
701 E. Franklin Street, suite 1110
Richmond, VA 23219

Applications will be accepted by email to rosario@vasap.virginia.gov
Faxes will not be accepted.

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