

1411 32nd St S, Ste 1
Fargo, ND, 58103
(p) 701-264-5200
(f) 701-999-2779
info@canopymedicalclinic.com



Mental Health Case Manager

This position will advance Canopy's mission of providing psychosocial services and mental health services to patients and clients from the ND/MN Ryan White Program and Canopy's general client/patient population. This position will work in collaboration with Canopy's staff, the ND DoH, and other local, regional, and state organizations to help bridge gaps in mental health services, support services and educational services. Case manager services will be heavily targeted towards ND/MN Ryan White clients.

Job Responsibilities:

- Manage Ryan White client referrals, screen for eligibility of services and connect clients with both Canopy Medical Clinic and local/regional resources.
- Provide assessments and referrals for Canopy's clients and patients.
- Contribute to Canopy's Ryan White Policy/Procedure handbook and participate in quality management and improvement activities.
- Complete and maintain documentation of all interactions with clients.
- Plan and manage online and in-person HIV support groups, including support groups for people living with HIV and support groups for family members of people living with HIV.
- Provide in-person and remote outreach and education to ND HIV stakeholders, clinics, and other community organizations.
- Engage in speaking events in ND with the goal to destigmatize HIV, STIs, Substance Use, and Mental Health.
- Table at events to promote Canopy's Ryan White Psychosocial Services.
- Supervise and provide support for Peer Navigators, including time tracking and regular check-ins.
- Brainstorm, provide input and execute expansion of Psychosocial Services.
- Research and create grant applications under the direction of the Medical Director.

Qualifications:

- Bachelor's degree in social work, Nursing, Public Health, Sociology or related field.
- Experience working in healthcare and/or relating settings.
- Ability to work independently with close attention to detail.
- Collaborative work style
- The ability to recognize the ways in which race, gender identity, sexual orientation and other identities intersect and affect mental health.

Working Environment:

Primarily work location is at Canopy Medical Clinic's Fargo office. Potential for some remote work options once established. Typical office environment consisting of sitting at a computer and sitting with clients. Canopy provides a supportive and affirming atmosphere. Canopy Medical Clinic is a typical healthcare facility and employees have the potential risk of being exposed to communicable diseases, including but not limited to, influenza, COVID19, etc.

Training:

As a new employee, required training includes instruction and education on the North Dakota Ryan White program and education on providing mental health services to people living with HIV and gender-diverse individuals.

Benefits/Compensation:

- Approx 32-36 hours per week, flexible schedule
- Salary dependent on experience
- 350.00 monthly health insurance stipend
- Short Term Disability Insurance
- Free dental/vision insurance
- If holding a professional license, yearly CEU reimbursements
- IRA with 3% Matching
- 11 paid holidays per year
- 15 days PTO per year
- Unemployment insurance

Anticipated Start Date:

Spring/Summer 2025. Position open until filled.

Application:

To apply, please submit a cover letter and resume to info@canopymedicalclinic.com

Canopy Medical Clinic is an equal opportunity employer and is committed to building and maintaining a diverse staff that are representative of the communities we serve and live in. People of color, LGBTQ-identified individuals, and people from the local community are strongly encouraged to apply.