

Job Description – Mental Wellness Advocate

Position Summary:

The purpose of the Mental Wellness Advocate is to ensure that Exodus' clients have access to linguistically appropriate, culturally aware, and trauma informed mental health services in Indiana. The Mental Wellness Advocate will work to train community providers and build the necessary relationships to ensure such services are accessible. The Mental Wellness Advocate will directly assist clients in accessing outside services as needed. All services will be documented appropriately and recorded in compliance with the funding associated with the position. The Mental Wellness Advocate will be available for crisis intervention to support clients as well as have a small clinical case load.

Responsibilities:

1. Educate community providers to ensure services are linguistically appropriate, culturally aware, and trauma informed to reduce barriers for clients struggling with mental health concerns.
2. Coordinate internal Mental Wellness referrals to appropriate community partners ensuring successful connection.
3. Provide case management while connecting clients to psychiatric appointments for medication management, including providing or securing transportation when necessary.
4. Assist in urgent/emergency related cases such as suicidal ideation or domestic violence.
5. Screen mental wellness referrals to determine client's needs, urgency of services, and next steps.
6. Expand our mental wellness referral network by staying up-to-date on appropriate providers in areas that serve both insured and uninsured clients.
7. Maintain referral database of external agency contacts and resources ensuring information is accurate and up-to-date.
8. Explore innovative ways of addressing refugee, asylee, and asylum seeker mental health with community partners.
9. Advocate for clients at Exodus, local agencies, and the state level to reduce barriers to mental health care.
10. Lead groups on introduction to mental wellness and other therapeutic treatments for clients & refugee communities.
11. Train staff on Domestic Violence, Suicidality, and Child Safety.
12. Work closely with Exodus staff to ensure holistic care if being provided to clients enrolled in the mental wellness program.
13. Maintain a small clinical case load to maintain counseling best practices, if applicable.
14. Document all services provided to clients in accordance with grant requirements and Exodus's policies and procedures.
15. Secure interpreters for clients who have limited English proficiency.
16. Attend weekly staff and team meetings.
17. Participate in Exodus staff training and development activities.
18. Participate in the on-call ER/Airport rotation.
19. Perform other duties as may be required by the supervisor.
20. Report to the Manager of the Mental Wellness Programs and may work closely with other program staff.

Position Criteria:

- A master's degree in social work, mental health counseling, or a related field is required, and must be working towards licensure.
- Preferably have a minimum of two years of experience in social services.
- Should be familiar with the local social services community.
- Fluency in English.
- Must be able to effectively communicate with clients of diverse cultural and language backgrounds.
- Must be comfortable in intercultural environments.
- Must be able to work occasional hours outside of normal business hours.
- Must be a self-starter with a high level of organizational skill, flexibility and commitment to refugees.
- Must be able to function as part of a team.
- PC proficiency, competent with Word, Excel, and PowerPoint.