

ANSWER THE CALL



Employment Opportunities - Internal Use Only

Effective as of: November 18, 2022

PQI – MEDICAID COMPLIANCE AUDITOR (P/T; CONTRACT): To perform compliance and quality reviews of all Clinical records in order to ensure billing for Medicaid is completed in a timely and accurate manner. Will prepare written reports on audit findings and make recommendations for corrective action when needed. Master's degree in Mental Health or related field from an accredited College/University **PLUS** two years of experience and expertise in Mental Health Medicaid billing required. Must have a valid Florida driver's license and a good driving record.

RESIDENTIAL - CHILDCARE PROFESSIONAL (FT): Must be prepared to work weekends. Must be very patient with children, creative and energetic and have the ability to assist children with homework. Requires preparation and serving of snacks and/or meals. Must be able to supervise, play as well as provide correction directives to the children. Duties also include domestic responsibilities. Must have a valid Florida driver's license with a good driving record (driving responsibilities required). One year experience caring for children, and/or Social Services, community, child welfare background required. Infant and Childhood Certification a plus. High-school diploma required, AA and Bachelor's degree preferred from an accredited College/University. Good communication and interpersonal skills required.

UAC - CASE MANAGER (FT): Must be flexible with schedule. Responsible for client intake, assessments, reunification packages, the development and implementation of case/service plans. Must have a Bachelor's degree in the Behavioral Sciences, Human Services or Social Services fields from an accredited College/University plus 1-2 years of progressive employment experience in the aforementioned fields. Child welfare and/or case management experience is preferred. **Must be bilingual (English/Spanish).**

UAC – CLINICIAN (FT): Candidate must have a Master's degree in the Human Services field from an accredited College / University plus two years of postgraduate direct service delivery experience. **Must be licensed or license eligible.** Clinician will provide individual & group therapy to children facing family crises in an effort to increase their level of functioning and emotional stability. Will also provide mental health training for staff when needed. Provide therapeutic supervised visits with children and their families. Provide crisis intervention for after hour care. Must have a valid Florida driver's license and a good driving record. **Must be bilingual (English/Spanish).**

UAC - LEAD RESIDENT COUNSELOR (2ND SHIFT; FT): The Lead Resident Counselor will be responsible for leading assigned shifts. This position will be responsible for ensuring that the home adheres to program rules and remains in compliance to regulatory standards. Good communication and interpersonal skills required. High School diploma or equivalent required, AA and Bachelor's degree preferred from an accredited College/University and a minimum of two-year employment experience in the child welfare field working with children and/or adolescents in a social service setting. Must be able to work weekends. **Must be bilingual (English/Spanish).**

UAC - RESIDENT COUNSELOR (FT) 2ND & 3RD Shift Only: Responsible for the care and supervision of children and assist in teaching life skills to teens. Some domestic duties involved. Must be creative, energetic and patient. Candidate must have a valid Florida driver's license and a good driving record; driving responsibilities required. Must have a High School diploma or equivalent degree, AA and Bachelor's degree preferred from an accredited College/University plus a minimum of one year employment experience in the child welfare field working with children and/or adolescents in a social service setting. Must be able to work weekends. **Must be able to speak different languages (English/Creole/French/Spanish).**



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Apply in person:

20000 NW 47th Avenue, Building#2

Miami Gardens, Florida 33055

www.hhch.org

OR

E-mail resume:

HRDept@hhch.org

No Phone Calls Please

Benefits Available (F/T): Health/Dental/Vision/Life Ins./Long Term Disability Ins./AFLAC/PTO/Direct Deposit/ 403(b) plan.

His House Children's Home is a Drug Free Workplace. EOE

His House Children's Home will provide appropriate auxiliary aids, including qualified/certified American Sign Language (ASL) interpreters to persons with disabilities and qualified foreign-language interpreters to persons with Limited-English Proficiency (LEP) to allow such persons an equal opportunity to participate in or benefit from His House Children's Home programs and services. Requests for auxiliary aids and/or interpreters should be submitted no later than five (5) days prior to the scheduled event.



His House Children's Home 20000 NW 47Th Ave. Building 2, Miami Gardens Fl. 33055 | ☎ 305.430.0085 | www.hhch.org

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