

# BEHAVIORAL HEALTH CARE MANAGER/CMT (EBCAP0358)

East Bay Community Action Program (EBCAP) is seeking a full time Behavioral Health Care Manager for our new Community Health Team (CHT) located at 6 John H. Chafee Boulevard Newport, RI. We are seeking a highly professional and motivated individual who enjoys working with patients in a community health setting. Join our expanding dynamic team and work with health care workers in primary care practices in Newport County participating in Rhode Island Care Transformation Collaborative and provide multidisciplinary team based care to referred patients.

The Behavioral Health Care Manager is a member of the CHT working with health care members to support the overall health needs of the patients serviced by CMT, including but not limited to behavioral health and social service determinants. The ideal candidate will work with the Nurse CHT Manager, Community Health Workers and Nurse Care Managers to support the behavioral health and social needs of the patients. The successful candidate will provide home, community and office based screenings and assessments, referrals, and care coordination as well as short term supportive counseling, utilizing evidence-based strategies for patients who require behavioral health services including but not limited to substance abuse and addictions services.

The successful candidate must have a Masters' Degree in behavioral health field (i.e., social work, rehabilitation counseling, psychology, etc.) or an LCDP. Three to five years of experience in at least one of the following areas: community health setting, behavioral health setting, public health, chronic disease management or care management. Bilingual, Spanish preferred. Previous experience in an electronic medical record (EMR) preferred; however, would receive training in EBCAP's EMR which is NextGen.

For Full Time Employees Working 30 – 40 hours per week, EBCAP also provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (currently BCBSRI), supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time, mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEUs, employee assistance program, discounts to local businesses and services, such as Work Out World New England, YMCA/Newport, BJ's Wholesale Club, cellular services, and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

## **Family Advocate Outreach and Enrollment (EBCAPOXXX)**

East Bay Community Action Program (EBCAP) is seeking a full time Family Advocate Outreach and Enrollment candidate for our 6 John Chafee Boulevard location in Newport, RI. We are seeking a motivated individual who enjoys working with clients in a community health setting.

The Family Advocate will provide information, enrollment assistance, and support regarding the Rhode Island Health Insurance Exchange, the qualified health plans (QHPs), and publicly funded insurance, as well as, facilitate enrollment in QHPs through the electronic enrollment system.

The successful candidate will be required to complete educational/certification training for health care enrollment (RI Navigator Certification and any other required trainings) to provide comprehensive services to clients, and assist clients in making an informed decision regarding healthcare options and resources and services available through EBCAP. This may be augmented by community outreach activities to contact clients in homes and in community locations. The family advocate will provide intake/assessment, information and referrals, goal setting and follow-up case management for our family development center clients, and effectively manage all related data for required internal and external reports.

A minimum of a Bachelors' Degree in Social Work or in a related field with human services experience. Knowledge of state and federal health care programs, including Medicaid and other public benefits programs preferred.

For Full Time Employees Working 30 – 40 hours per week, EBCAP also provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (currently BCBSRI), supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time, mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEUs, employee assistance program, discounts to local businesses and services, such as Work Out World New England, YMCA/Newport, BJ's Wholesale Club, cellular services, and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

# NURSE MANAGER FOR COMMUNITY HEALTH TEAM (EBCAP0360)

East Bay Community Action Program (EBCAP) is seeking a full time Registered Nurse Care Manager to manage our new Community Health Team (CHT) for the 6 John H. Chafee Boulevard location in Newport, RI. We are seeking a highly professional and motivated individual who enjoys working with patients in a community health setting. Join our expanding dynamic multidisciplinary team and provide comprehensive patient care using a Community Health Team model.

The successful candidate directs and oversees the daily activities of the Behavioral Health Care Manager and Community Health Workers. The successful candidate is the liaison with Nurse Care Managers in partner Newport County primary care practices and other agencies to ensure the services are coordinated to patients who require care management. The successful candidate will develop workflows, protocols, and infrastructure needed for CHT functionality to meet program deliverables and build service capability. Our Community Health Team will provide comprehensive screenings, assessments, care coordination services, disease education and self-management support to specific patient populations.

The successful candidate must have a Bachelor's Degree in Nursing and be licensed as a Registered Nurse by the Rhode Island Department of Health. Three to five years of experience in at least one of the following areas: community health setting, public health, chronic disease management or care management. Previous experience as a clinical supervisor is preferred, however, is not required. Bilingual in Spanish is preferred, however, not required. Previous experience in an electronic medical record (EMR) preferred; however EBCAP provides training in EBCAP's EMR which is NextGen.

For Full Time Employees Working 30 – 40 hours per week, EBCAP provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (BCBSRI), supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time, mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEUs, employee assistance program, discounts to local businesses and services, such as Work Out World New England, YMCA/Newport, BJ's Wholesale Club, cellular services, and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

## INDEPENDENT LICENSED CLINICIAN – OFFICE-BASED ADULT/SUBSTANCE ABUSE TREATMENT (EBCAPO285)

East Bay Community Action Program (EBCAP) has an immediate full time opening for a compassionate, enthusiastic and skilled individual to provide both Adult and Substance Abuse office-based services at our expanding Behavioral Health Services Division at 6 John Chafee Boulevard in Newport, RI. Join our growing team and enjoy the dynamics of a varied caseload, flexible work hours, support of a multidisciplinary team (including integration with the Health Center treatment teams), and regular supervision/case consultation meetings.

Rhode Island independent licensure (i.e., LCDP, LICSW, LMHC, ) is required. This position is Monday through Friday with one evening scheduled until 7:30 PM and no weekends! Previous experience with co-occurring disorders/dually diagnosed required. Additional experience in assessing and treating victims of trauma and Dialectical Behavioral Therapy (DBT) preferred. The successful candidate will have experience in electronic medical record (EMR), however, would receive training in EBCAP's EMR, which is NextGen.

For Full Time Employees Working 30 – 40 hours per week, EBCAP also provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (currently BCBSRI), supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time, mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEUs, employee assistance program, discounts to local businesses and services, such as Work Out World New England, YMCA/Newport, BJ's Wholesale Club, cellular services, and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

## KITCHEN AIDE SUBSTITUTE, HEAD START (EBCAP0306)

East Bay Community Action Program (EBCAP) is seeking two Kitchen Aide Substitutes for our Head Start Program at 740 West Main Road, Middletown and 8 John H. Chafee Boulevard, Newport, RI. Head Start is an Early Childhood Education program for children ages birth to 5.

The position is a per diem position and shifts would span 8:00 am to 4:30 pm when called in.

The Kitchen Aides deliver meals and snacks to the classrooms, maintain a clean and safe kitchen, and communicate with the caterer as needed. Under direction of the Nutrition Manager, the Kitchen Aide Substitutes must follow all food handling procedures as well as food allergy protocols.

The Kitchen Aide Substitutes require a minimum of a High School Diploma or GED. This position is on call and therefore does not have a guarantee on the number of hours available per week.

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

## INDEPENDENT LICENSED CLINICIAN – OFFICE-BASED

East Bay Community Action Program (EBCAP) has two full time openings for compassionate, enthusiastic and skilled individuals to provide office-based services at our expanding Behavioral Health Services Division at 100 Bullocks Point location in East Providence, RI. Join our growing team and enjoy the dynamics of a varied caseload. The Clinicians will work collaboratively with the Health Center Care Team members on care management plans, interventions and treatment goals including self-management goals.

The successful candidates will provide brief screening, such as SBIRT (Screening, Brief Intervention, Referral to Treatment) Model for a portion of the work week, to identify potential behavioral health clients and build caseload. The Clinicians will manage treatment issues to ensure the appropriate level of treatment, appropriately assess risk and work through immediate crisis. Our Clinicians conduct face to face assessments to triage proper interventions and provide treatment that is compliant to SBIRT guidelines. The ideal candidates will provide treatment planning, coordination of services, continuing evaluation of mental health and/or addiction disorders, outreach, and discharge planning for his/her assigned caseload.

Rhode Island independent licensure (i.e., LCDP, LICSW, LMHC) is required. These positions are Monday through Friday, however, either an occasional evening or Saturday morning may be required. Bilingual Spanish or Portuguese preferred. The successful candidate will have experience in electronic medical record (EMR), however, would receive training in EBCAP's EMR, which is NextGen.

For Full Time Employees Working 30 – 40 hours per week, EBCAP provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (BCBSRI), supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time, mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEUs, employee assistance program, discounts to local businesses and services, such as Work Out World New England, YMCA/Newport, BJ's Wholesale Club, cellular services, and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

## INDEPENDENT LICENSED CLINICIAN – OFFICE-BASED ADULT/CHILDREN SERVICES (EBCAP0257)

East Bay Community Action Program (EBCAP) has an immediate full time opening for a compassionate, enthusiastic and skilled individual to provide both Adult and Children's office-based services at our 610 Wampanoag Trail location in East Providence, RI. Join our expanding Behavioral Health Services Division team and enjoy the dynamics of a varied caseload, flexible work hours, support of a multidisciplinary team, and regular supervision/case consultation meetings.

Rhode Island Independent licensure (i.e., LICSW, LMHC) is required. This position is Monday through Friday with one evening scheduled until 7:30 PM and no weekends! Previous experience with co-occurring disorders/dually diagnosed required. Additional experience in assessing and treating victims of trauma and Dialectical Behavioral Therapy (DBT) preferred. The successful candidate will have experience in electronic medical record (EMR), however, would receive training in EBCAP's EMR, which is NextGen.

For Full Time Employees Working 30 – 40 hours per week, EBCAP provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (currently BCBSRI), free convenient parking, supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEU's, employee assistance program, discounts to local businesses and services, such as Work Out World New England; YMCA/Newport; BJ's Wholesale Club, cellular services and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

## REFERRAL COORDINATOR (EBCAP0359)

East Bay Community Action Program (EBCAP) is seeking a full time Referral Coordinator for our Health Center located at our 6 John Chafee Boulevard location in Newport, RI. The Referral Coordinator serves as a key member of our medical team and is responsible for maintaining an ongoing tracking system of the referrals for patients.

The Successful candidates must be committed to providing quality customer service while handling confidential information in a highly professional manner. Excellent telephone skills and a courteous and helpful manner are essential qualities for the selected candidate. The ideal candidate will establish and maintain working relationships with external medical practices who provide services to our patients. The Successful candidates will review insurance company information and ensure prior authorization requirements are met prior to reviewing the details and expectations with the patients. As needed, the Referral Coordinator will assist with reception duties.

The Successful Candidate must have a High School Diploma or equivalent. Familiarity with electronic medical records would be preferred, however, not required. The successful candidate will receive training in NexGen which is EBCAP's electronic medical record. Bilingual (Spanish) is preferred,, however, not required.

For Full Time Employees Working 30 – 40 hours per week, EBCAP provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (BCBSRI), supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time, mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEUs, employee assistance program, discounts to local businesses and services, such as Work Out World New England, YMCA/Newport, BJ's Wholesale Club, cellular services, and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

## REGISTERED NURSE FLOAT (EBCAP0327)

East Bay Community Action Program (EBCAP) is seeking a full time Registered Nurse Float for the East Bay Health Centers for our three locations in Barrington, East Providence and Newport, RI. We are seeking a highly professional and motivated individual who enjoys working with clients in a community health setting. Join our expanding dynamic multidisciplinary team and provide comprehensive patient care using a care team model.

The Registered Nurse will warmly greet the patient and provide a wide variety of skilled office-based nursing services in support of patient treatment plans and documented orders by physicians and/or advance practice registered nurses within the scope of license and experience. He/she will conduct telephone triage to determine patient need. He/she also works collaboratively with internal and external providers, pharmacies, laboratories, and community agencies (i.e., hospitals, long term care facilities) for our clients' health and wellness

The successful candidate will have a minimum of an Associates' Degree in Nursing or equivalent and be licensed as a Registered Nurse by the Rhode Island Department of Health. Previous experience in an electronic medical record (EMR) preferred; however, would receive training in EBCAP's EMR which is NextGen.

For Full Time Employees Working 30 – 40 hours per week, EBCAP also provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (currently BCBSRI), supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time, mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEUs, employee assistance program, discounts to local businesses and services, such as Work Out World New England, YMCA/Newport, BJ's Wholesale Club, cellular services, and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.

## WIC INTAKE TECHNICIAN

East Bay Community Action Program (EBCAP) is seeking a full time Women, Infants and Children (WIC) Medical Technician for our Health Center at 6 John Chafee Boulevard in Newport, RI. We are seeking a highly professional and motivated individual who enjoys working with women and children up to age 5 to safeguard against nutrition risk. Join our growing team and provide reception services to our WIC clients.

The WIC Intake Technician will warmly greet and intake patients who arrive for their appointment. He/she will perform initial assessments of patients including obtaining height, weights and hemoglobin testing including documenting data in medical record and database.

The WIC Intake Technician is required to have a High School Diploma/equivalent and a certification from an accredited Medical Technician is preferred. Bilingual (Spanish) is required.

For Full Time Employees Working 30 – 40 hours per week, EBCAP also provides a comprehensive compensation and benefits package that includes heavily subsidized medical and dental insurance plans (currently BCBSRI), supplemental vision insurance, voluntary medical and dependent care flexible spending accounts, up to 3% company matching 403(b) retirement plan, employer-paid life insurance & long term disability, generous paid time off that includes vacation/holidays/personal days/sick time, mileage reimbursement, tuition reimbursement, opportunities for center-paid training/CEUs, employee assistance program, discounts to local businesses and services, such as Work Out World New England, YMCA/Newport, BJ's Wholesale Club, cellular services, and so much more!

Thank you for your interest in employment opportunities at East Bay Community Action Program. Our new and enhanced applicant tracking system is currently under construction. Until our system has been fully updated, we are asking all applicants to submit a cover letter which notes position title and position number, a resume and salary expectations to [employment@ebcap.org](mailto:employment@ebcap.org).

EBCAP is an equal opportunity employer committed to providing a diverse work environment.