



Administration



| Job Code | Location | Position/Hours | Details |
|------------|----------------|--|---|
| 000/6.6.11 | St. Louis Park | Case Manager Administrator Full Time, Exempt | Community Connections Partnership is looking for a Full Time Case Manager Administrator to work with the Case management Division. Position will report directly to the Executive Director. Act as a County liaison. Coordinate service agreements. Client billing and Age Receivables. Assist in case file audits. Facilitate presentations in the community and forums. Assists in the mentoring, training, case consultation, and problem solving with CCP Case Managers. Responsible for direct supervision of Case Manager Administrative Assistant. Requirements: Excellent knowledge of Case Management Services required. Bachelor's Degree in Social Work required. Staff Supervision experience preferred. |

**Submit an Online Application to
apply for Administration!**