



Cancer Services of Northeast Indiana is seeking a full-time Client Advocate / Counselor to provide psychosocial services and professional counseling to our clients and their families. CSNI maintains an exceptional, client-driven culture designed to meet the individual needs of the whole person while building a community of support. The Client Advocates at CSNI are central to our mission and work closely as a team to provide seamless service, access to resources, and profoundly meaningful support and counseling interventions.

Report to: Director of Clinical Services

Advocacy Responsibilities: (60-80%)

- Assess client needs, utilize agency resources to meet needs, and/or refer to appropriate resources
- Provide personal and emotional support to clients and their families
- Educate clients on programs and services of the agency, and encourage their participation
- Oversee dispensing of tangible goods and accessing services over the course of the cancer experience
- Provide periodic, designated follow up with clients
- Accurately document all contacts with clients/family and services provided to them
- Acquire and maintain working knowledge of referral agencies and resources
- Acquire / maintain working knowledge of public and private health insurance guidelines
- Acquire / maintain working knowledge of cancer, treatments, side effects and the needs of people with cancer
- Make occasional home/hospital/treatment center visits
- Maintain confidentiality

Counseling Responsibilities (20-40%)

- Provide formal, short-term counseling to internally-referred clients and families for cancer-related psychosocial issues, including assessment, planning, intervention, and planned termination
- Collaborate with client's assigned advocate to ensure provision of other needed services
- Participate in peer case review
- Maintain counseling records including completed assessments, notes, services provided, and status

Skills & Abilities:

- Excellent active listening and interpersonal skills
- Well-developed ability to sit with people's pain and provide compassionate attentiveness
- Ability to work well with and contribute to a strong team environment
- Ability to develop strong working partnerships with community professionals
- Ability to adapt to frequent interruptions and re-prioritization of tasks based on client needs
- Excellent oral and written communication skills
- Excellent boundaries and self-care strategies
- Experience and/or comfort with electronic record-keeping and internet-based technology

Qualifications:

- Master's degree with clinical license (acquired or in process) in social work or mental health counseling.
- Counseling experience with individuals and families preferred; candidates gaining experience considered.
- Experience with and appreciation of generalist psychosocial service delivery preferred.

Cancer Services seeks to be an inclusive employer and encourages resumes and applications from people of diverse backgrounds.

To apply for this position, please email cover letter and resume to Marsha Haffner at mhaffner@cancer-services.org .