



Care Coordinator

This is a full-time position located in Jamestown, ND

F5 Project is hiring a full-time Care Coordinator to provide a source of connection and support for individuals in our programs. Care Coordinators are trained to assist the participants with achieving motivation for long-and short-term goals while creatively problem-solving.

If you're an individual that has a passion to care for the needs of participants who are justice impacted, or those with mental health and addiction needs - we're looking for you!

Overview of Responsibilities

- Serve as the contact point, advocate, and informational resource for care team, family/caregiver(s), probation/parole office, and community resources
- Work with participants to plan and monitor care:
 - Assess participant's unmet health and social needs
 - Develop a care plan with the participant, caregiver, and probation/parole office, with ongoing action plan, as appropriate
 - Monitor adherence to care plan, effectiveness, and participant progress in a timely manner, and facilitate changes as necessary
- Assists individuals in articulating goals for recovery, helping monitor progress in treatment, modeling effective coping techniques and self-help strategies based on recovery experience, and advocating for the individual to secure needed services and financial entitlements.
- Educate participant about relevant community resources
- Facilitate and attend meetings with participant as needed
- Complete all Care Coordinator trainings and attend Care Coordinator meetings
- Maintain participant confidentiality at all times, following HIPAA guidelines and regulations
- Stay organized with the ability to keep accurate notes and records
- Identify areas and provide feedback for the improvement of the FTR program within F5 Project
- Proactive in continuing self-education on providing quality care
- Other duties as assigned

Skills Required

- Excellent communication skills
- Strong organizational skills and attention to detail
- Professional demeanor on phone and in-person
- A self-starter with the ability to work independently, as well as in a team

Benefits and Culture

- Unlimited PTO
- Competitive Health, Dental, and Vision Care



- 7 Paid Holidays
- Generous paid parental leave

To Apply: Please send both a cover letter and resume to Cody Stanley at cody@f5project.org.

About F5 Project

Started by a former inmate in 2016, F5 Project was founded to help individuals struggling with incarceration, mental health and addiction by providing resources and services to help obtain employment, housing, health care, and other basic needs. By empowering individuals to create meaningful change in their lives through support and grace, F5 Project restores purpose for individuals, fosters healing, and rebuilds stronger communities.