



JOB POSITIONS AVAILABLE NOTICE

Date of Internal Notice: 4/13/2023

Job Title: Access Coordinator

Responsible to: Same Day Access Manager

Application Process:

A letter of interest and current resume should be sent to Amy Wunderlich at awunderlich@comwell.us. Applicants will be selected and notified of available interview dates and times.

Position Overview:

This full time position will conduct preliminary intake, screening and assessment activities to determine nature and extent of problem areas on individuals requesting services and then triage cases to appropriate service staff.

Minimum Qualifications:

- Bachelor's degree, Masters Preferred in Social Work or related field
- Must have strong computer and documentation skills.
- Must meet expectations required by CANTS check, criminal record and Healthcare Worker Background Check.