

COUNTY OF GLENN



HHSA Case Manager III Health and Human Services Agency

Deadline to Apply: Thursday, December 4, 2025

COMPENSATION: \$30.10 - \$36.60 per hour

Salary depends on experience and qualifications.

Glenn County employees are offered an excellent **benefits package**.

Applications must include:

- Glenn County Employment Application
- Resume
- Cover Letter

Interview Date: **Thursday, December 11, 2025**

This position is housed in the Mental Health division of the Health and Human Services Agency. Under general supervision, this position performs a variety of para-professional and complex duties for eligible individuals, families, and groups. If they do not already have the knowledge, this person will have the ability to learn federal, state, and local policies, procedures, laws, and regulations. This position is scheduled for forty (40) hours per week.

THE IDEAL CANDIDATE

The ideal candidate will have experience with principles, practices, and techniques of mental health / substance use intervention and case management services.

JOB DUTIES

- Plans, assigns, supervises, and reviews the work of employees performing journey level case management; selects, trains, evaluates, and disciplines subordinate staff.
- Assess client's basic living requirements and assist in obtaining assistance as necessary; serve as an advocate for clients in court as necessary.
- Leads and/or participates in developing and implementing community service, outreach and client advocacy programs.
- Provide program information to the community.
- Attend meetings, training and workshops with other departments, government agencies and local agencies in matters regarding mental and public health services issues.

Refer to the **job description** for a full list of duties.

About Glenn County:

Glenn County has a population of 29,132 and is located mid-way between Sacramento and Redding in Northern California. Glenn County is primarily an agricultural community with mountains on the west, the Sacramento River bounding the east side and the Interstate 5 corridor taking you through the rich farm land of the County. With over 1,188 farms, agriculture remains the primary source of Glenn County's economy.

MINIMUM QUALIFICATIONS

EXPERIENCE AND EDUCATION:

Three (3) years of responsible experience in the provision of mental or public health case management services, psychiatric social services, public health education services, counseling, nutrition counseling or substance abuse counseling.

OR

One (1) year experience as a Health & Human Services Agency Case Manager II.

LICENSE OR CERTIFICATE:

Possession of or the ability to obtain a valid California Driver License.

HOW TO APPLY

A complete, original application must be filed for each position you are interested in applying for. Applications are available online at www.calopps.org/county-of-glenn or in person at the Glenn County Personnel Office at 525 W. Sycamore Street, Willows, CA 95988. You may contact the Personnel Department at (530) 934-6451 and request an application. Applications can be submitted online or in person until **5:00 PM on Thursday, December 4, 2025**.

IMPORTANT APPLICATION INFORMATION

Candidates must submit a completed job application packet. Application packets will be screened and candidates considered best qualified will move forward to a competitive examination process, which will include a written practical skills exam, an oral interview, fingerprinting/background check or medical examination process if applicable. Eligible lists are used for Full-Time (40 hrs./wk. with benefits), Part-Time (20-39 hrs./wk. with benefits), and Extra Help Employee (EXE) temporary (limited benefits) and may be used to establish a list to fill future vacancies for the next twelve (12) months.

COUNTY OF GLENN JOB OPPORTUNITIES



The County of Glenn is an Equal Opportunity Employer. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the Personnel Department.

The above information is general in nature and does not constitute an expressed or implied contract. The County of Glenn has the right to rescind this recruitment at any time.