

<b>Job Title</b>	Client Relations Specialist
<b>Employer/ Agency</b>	Bridge Solutions
<b>Job Description</b>	<p>The Client Relations Specialist performs the duties as a marketer and care manager for the In-Home Care Program. This position is the community liaison to referral sources, evaluates potential clients by completing functional evaluations to determine hourly rate and then communicates with the client and family on a weekly basis through home visits, telephone calls or email to monitor the client's services.</p> <p>Marketing Responsibilities:</p> <ul style="list-style-type: none"><li>• Generate admissions for in-home care by building relationships with physicians, care managers, social workers, and other referral sources in clinics, hospitals, long term care facilities, independent/assisted living facilities and other community resources.</li><li>• Support business development activities and help establish strong relationships with new and existing referral sources.</li><li>• Conduct market analysis; develop sales strategy, goals and plans.</li><li>• Conduct sales calls, and evaluating results and effectiveness of sales activity</li><li>• Participate in marketing events in the community, while partnering with other healthcare partners, to develop professional relationships in the community. Must be willing to participate in these events in the evenings and weekends.</li><li>• Ability to conduct formal presentations on In-Home Care to the community, referral sources, and clients/families.</li><li>• Conduct thorough functional assessments to understand the level of care, needs, living situation, values and preferences of our clients.</li><li>• Utilize assessments to determine client's hourly rate.</li><li>• Develop an individual marketing budget and the ability to stay within that budget along with the budget for the marketing department</li></ul>

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• At least one year recent sales experience in the health care industry, preferably home health or in-home care.</li> <li>• Proven ability to develop and implement a sales and marketing plan.</li> <li>• Evidence of achieving admission goals within the market.</li> <li>• Excellent planning, organization and presentation skills are critical.</li> <li>• Must be able to work independently with only weekly supervision.</li> <li>• The ideal candidate will have established healthcare contacts and can readily network in the community.</li> <li>• Must be able to evaluate patients for level of care and determine rate levels.</li> <li>• Experience with the In-Home Care functional assessment process and a working knowledge of community resources.</li> <li>• Must have and maintain an automobile to be used for work.</li> </ul>
<b>Salary/Hours</b>	Full Time, DOE
<b>Employer/Agency</b>	Bridge Solutions
<b>Address</b>	2500 Tanglewilde, Suite 223
<b>City, State, Zip</b>	Houston, TX 77063
<b>Telephone Number</b>	713-334-2527
<b>Application Method</b>	Call to inquire
<b>Opening Date</b>	Immediate

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