

Job Title	Bi-Lingual Care Manager
Employer/ Agency	Brazos Bend Guardianship Services
Job Description	<p>Maintain a caseload of up to 25 incapacitated adults that our agency has been appointed the legal guardian for by having required monthly face to face visits with the clients, developing and implementing a case plan, advocating for the client, and attending client meetings.</p> <p>Translating agency forms in Spanish. Assisting Spanish speaking clients in all agency programs.</p> <p>Go to www.brazosbendguardianship.org and select Employment under the About Us Tab for a more detailed Job Description of this position.</p>
Qualifications	<p>Bachelor's Degree in human services field</p> <p>Ability to communicate in English and Spanish both in writing and orally</p>
Salary/Hours	Low 30's/8am-5pm M-F. Need to have ability to work flexible schedule as some evening work required.
Employer/Agency	Brazos Bend Guardianship Services
Address	830 3 rd . St. #209
City, State, Zip	Rosenberg, TX. 77471
Contact Person	Kirk Monroe
Contact Title	Executive Director
Telephone Number	281-232-7701
Fax Number	281-310-8700
Email Address	kmonroe@brazosbendguardianship.org
Application Method	Submit cover letter both in English and Spanish along with resume via e-mail to kmonroe@brazosbendguardianship.org
Opening Date	March 21, 2017

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.