

Job Title	Case Manager
Employer/ Agency	Houston Area Women’s Center (HAWC)
Job Description	<p>Case manager will assess survivors needs, connect to appropriate services, and advocate to ensure the provision of comprehensive services which meet the identified needs/goals. The case manager will implement services with a trauma-informed, evidence-based and client-centered approach while assisting clients to working toward self-sufficiency.</p> <ul style="list-style-type: none"> ▪ Provide pro-active Case Management which include but not limited to: Motivational interviewing, evaluating/assessing clients to determine their needs, connecting clients with services, such as financial assistance, counseling or health care, assisting clients in developing plans for addressing their long-and-short term needs and goals, following up with clients to make sure that they are getting the supportive services that they need by establishing a system of weekly contacts with clients. ▪ Network with community organizations to provide appropriate referrals for client needs. ▪ To help break down barriers, Mobile Advocacy is required. This includes meeting the client in the community at home, work or other safe places, etc. and accompany clients to appointments as needed. Please refer to Mobile Advocacy Policy. ▪ Perform tasks necessary for clients to access housing including determining eligibility, collecting documentation, contacting property management, conduct apartment inspections in accordance with HUD Housing Quality Standards etc. ▪ Maintain accurate records, reports, and files. ▪ Provide housing referrals and answer general program questions for existing clients. ▪ Communicate and correspond with apartment leasing offices on status of housing applicants. ▪ Work towards constantly improving skills/knowledge related to job duties by seeking appropriate workshops, seminars and conferences to attend. ▪ Other duties may be assigned
Qualifications	<p>Education: Bachelors degree in psychology, social work, sociology, or other social sciences</p> <p>Experience: One year experience with survivors of domestic and sexual violence diverse backgrounds</p> <p>Language: Spanish preferred</p>
Salary/Hours	Full Time, M – F (One late night) 9am – 6pm, Local Travel 25%
Employer/Agency	Houston Area Women’s Center (HAWC)
City, State, Zip	Houston, TX
Application Method	https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=12250&clientkey=375885033217726F70F9776A0B3CFE54&jpt=d7f015dcf9396cef0170e9c6b0ba218f
Opening Date	Immediate

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