

Job Title	Housing Case Manager
Employer/ Agency	Spring Branch Community Health Center
Job Description	The Housing Case Manager provides housing-related case management that includes conducting assessments, determining eligibility for housing and mainstream services, jointly developing an individualized housing service plan, linking clients with community-based \ resources, and recommending financial assistance funds (security deposits, rent) to Public Housing Authority (PHA).
Qualifications	<ul style="list-style-type: none"> • Preferred: BSW Minimum of 6 months of paid experience and serving individuals and families experiencing homelessness. • Required: Bachelor's degree in social work or human services – related field and one-year paid experience serving individuals and families experiencing homelessness. • Experience working with clients in crisis. • Strong ability to effectively resolve and cope with immediate crisis situations. • Strong communication skills, speaking, listening, and writing clearly and thoroughly. • Proficient in Microsoft Office and database software used to track service delivery. • HMIS and advanced knowledge of Microsoft Excel is preferred. • Knowledge of community resources available in various neighborhoods • Detail-oriented with strong organizational and time management skills. • Demonstrated ability to work independently and as part of a team. • Strong ability to represent the interests of the agency, interact effectively with a diverse group, build successful collaborative relationships with program participants, other SBCHC staff, and community partners.
Salary/Hours	Standard Business Hours – Monday through Friday 8:00 am to 5:00 p.m. CST
Employer/Agency	Spring Branch Community Health Center
Address	1615 Hillendahl Blvd Suite 100
City, State, Zip	Houston, TX 77055
Contact Person	Karla Chapa
Contact Title	HR Business Partner
Telephone Number	713-462-6565 ext. 2021
Fax Number	832-831-5369
Email Address	hr@sbchc.net
Application Method	Email resume to hr@sbchc.net
Opening Date	Immediate

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