

Order No.	3507265
Agency Name	Family Abuse Center
Job Title	Housing Case Manager
Job Description (including hours and responsibilities)	<p>RESPONSIBILITIES: Obtains relevant social history, performs needs assessment for clients, prepare service plan, assist in completion of personalized safety plan, and goals. Provide case management to clients, offering referrals as necessary. Provide current information on community resources including current information on employment, housing, legal options, and other services. In accordance with the "team" philosophy of the agency, may occasionally be required to carry out or assist with grant related tasks in addition to the duties listed above. Believe in and act in accordance with the agency's mission statement and goals Experience working with diverse population and groups. Read and interpret documents such as operating manuals and professional journals. Write routine reports, correspondence and appropriate case notes. Document all client services as well as community outreach work</p>
Job Location	Waco, Texas
Salary Range	DOQ
Qualifications	<p>GENERAL DESCRIPTION AND PURPOSE: The overall responsibility of the Case Manager is to provide case management services to housing clients to ensure they acquire the skills and resources necessary to become self-sufficient. Education Bachelor's Degree (B.A.) in Social Work or related field. Master's Degree (MSW) preferred. Knowledge of crisis intervention, case management, social work theory and ethics; Experience Experience in the field of domestic and/or sexual violence. Any equivalent combination of experience and training which provides the required knowledge, skills, and abilities. Skills/Abilities Strong oral and written communication skills Strong organizational skills Speak effectively before groups of clients. Ability to maintain accurate data and documentation of client services Ability to resolve conflict Provide and receive supervision Demonstrates effectiveness as a member of a team as well as the ability to work independently Work in basic computer programs such as MS Word & Excel. Bilingual preferred. Licenses/Credentials</p>
Link to application web site (if applicable)	http://www.familyabusecenter.org/blog/category/job-opportunities/
Application Contact Name	Melissa Ishio
Phone	254-772-8999
Email	Melissa.Ishio@familyabusecenter.org
Application will be accepted until (closing date):	Job is filled