



ACTS Case Manager - Waco or Bryan/College Station

Job Category: Case Management

Requisition Number: CASEM01041

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Posting Details

- Posted: August 6, 2021
- Full-Time
- Locations

Austin, TX 78702, USA

Job Details

Description

LifeWorks of Austin, TX is looking to hire a Case Manager to join our After Care Transitional services (ACTS) team. The Case Manager uses strength-based case management as a tool to provide services to clients, draw upon clients' strengths to inform service planning, advocate on behalf of clients, collaborate with other service providers, and manage crisis situations as well as provide administrative support to programs by maintaining client files, entering data, and completing required documentation.

ACTS is a case management program at LifeWorks designed to assist youth transitioning out of foster care to achieve independence as adults in the community. The program helps individuals establish a home, obtain employment, access health care, manage money, exhibit personal and interpersonal responsibility, and plan for the future.

This position can be based in the Waco or Bryan/College Station area and will drive to different counties in the surrounding area to provide services to clients.

RESPONSIBILITIES

- Provide case management services and coordinate services with other agencies.
- Identify and leverage clients' strengths as part of service planning to help clients achieve their self-defined goals.

- Work with teammates and other support staff to ensure fidelity of the Strengths Model of Case Management is adhered to and considered in interaction with and documentation of client-case manager engagement.
- Develop and maintain positive working relationships with community contacts, such as referral sources, landlords, and other service providers.
- Collaborate with various community programs and agencies to advocate for client population needs and provide appropriate referrals; Keep apprised of available community resources.
- Regularly and effectively assess and manage crisis situations; decide on appropriate response in crisis situations and act in accordance with standards and laws as indicated.
- Meet with individual clients to establish a safe, healthy relationship for learning, problem-solving, and participation in case management and community activities.
- Maintain case records and documentation as appropriate, including service plans, assessments, progress notes, intake reports, and incident reports.
- Set up utility accounts in LifeWorks' name for clients, review previous rental and utility arrears, and negotiate late fees on behalf of clients.
- Analyze barriers and challenges as they arise and deliver safe, effective, and youth-focused solutions that are in accordance with LifeWorks' policy and philosophy.
- Support and partner with youth and actively engage in the community alongside clients as necessary and indicated by client's self-defined goals.
- Communicate with members of the community, colleagues, and clients effectively and efficiently.
- Prepare for and actively participate in supervision meetings and all other required meetings or trainings.
- Transport clients to agencies and services, as needed.
- Other duties as assigned

QUALIFICATIONS

- Requires a Bachelor's degree in social or behavioral sciences or administrative field.
- Requires 2 years relevant experience with youth; or equivalent combination of education and experience.
- Experience with databases; intermediate level experience with Outlook and Word required.

This position earns a competitive rate and benefits including **3 competitive health insurance options, including an option that is no cost to the employee, dental, vision, a 403 (b) retirement plan with company match, a discounted membership to Gold's Gym, 11 paid holidays a year and a PTO benefit where a new hire starts accruing time immediately.** If this sounds like the right opportunity for you, apply today!

ABOUT LIFEWORKS

With more than 50 years of experience working with youth experiencing homelessness, youth aging out of foster care, young adults, and young parents, we are a fearless advocate for youth and families seeking their path to self-sufficiency. LifeWorks goal is to be able to provide clients with the resources they need a place to call home, the chance to heal, and the opportunity to learn and to work. We have one of the most comprehensive continuums of housing and support options for vulnerable youth in the country. We are committed to innovative problem solving, shared accountability and a relentless focus on achieving real, sustainable, and measurable results for the clients we serve. A career at LifeWorks offers opportunities to grow and develop your professional skills while making an immediate difference in the lives of youth and families in our community.