

United Housing Connections

Job Vacancy: Case Manager – Rapid Rehousing

ABOUT UNITED HOUSING CONNECTIONS

Connecting people and housing solutions to eliminate homelessness is the mission of United Housing Connections. Founded in 1997, UHC is a non-profit organization that works with more than 35 community agencies throughout the Upstate of South Carolina to provide affordable housing for homeless and /or at-risk families, children and individuals. The organization coordinates the Continuum of Care throughout a 13 county area. The Continuum of Care is a community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximum self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness. To learn more, visit the website at www.unitedhousingconnections.org

ABOUT THE POSITION

The Case Manager – Rapid Rehousing is responsible for implementing a newly funded rapid re-housing program to help individuals and families experiencing homelessness across the Upstate. Provide case management, housing navigation, and housing retention services to clients eligible for rapid re-housing assistance. Case management services include, but are not limited to, outreach/ engagement, case management assessment and service planning, mainstream entitlement application and/ or connection to employment services, housing location, addressing all service needs to stabilize clients in housing and promote recovery and community integration.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provide effective case management and service coordination to individuals and families to assist in obtaining and maintaining stable and safe housing.
- Develop personalized service plan in collaboration with client to address short-term and long-term goals.
- Provide on-going case management support to assess progress and ensure client-centered service plan outcomes are met or changed as needed, including regularly scheduled home visits as warranted/required.
- Ensure that all charts/case records, HMIS and other client data are maintained properly and according to compliance standards. Ensures that all documentation is current, complete and maintained as required.
- Ensure eligibility of all clients entering case management.
- Attend internal case management meetings, agency-wide staff meetings, and external meetings with relevant community partners.
- Represent UHC and the Upstate Continuum of Care in a professional and exceptional way.
- Other duties as required/assigned.

SUPERVISORY RESPONSIBILITIES (as applicable) – None

QUALIFICATIONS, EDUCATION and/or EXPERIENCE

- College degree required, BSW preferred.
- One year of experience working in social service programs or homeless services.
- Demonstrated knowledge and or experience with rapid re-housing and case management techniques, including harm reduction strategies, crisis intervention techniques, progressive engagement, and motivational interviewing.
- HMIS experience preferred.
- High level of tolerance and understanding for individuals who present for services with urgent multiple case management and health needs.
- Ability to work independently and within a team environment and exercise mature judgment.
- Ability to provide community and in-home based services on a regular basis.
- Valid S.C. Driver's License and good driving record required.
- Reliable transportation to and from primary place of work required.
- Experience with word processing, spread sheets, databases preferred.

LANGUAGE SKILLS

Proficient English; Spanish as a second language a plus.

REASONING ABILITY

Good math, verbal and writing skills. Excellent interpersonal, communications and computer skills. Ability to teach, support and guide clients to meet their agreed goals.

CERTIFICATES, LICENSES, REGISTRATIONS – None

PHYSICAL DEMANDS

Sitting, travel to and from relevant home, office and agency sites. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT

The work environment characteristics include street locations, offices, shelters, hospitals and other agencies located throughout several different counties. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

TO APPLY

Please submit cover letter including salary requirements and current resume to Natalie Worley, VP of Programs/COO, at nworley@uhcsc.org