



St. John Center for Homeless Men

Position Open: Housing Case Manager

Position Title: Housing Case Manager
Reports To: Supportive Housing Manager
Position Description: Responsible for assisting chronically homeless men in obtaining and maintaining permanent housing and accessing the services needed to maintain a stable living environment.

Work responsibilities will include but are not limited to: identify client needs related to housing via engagements, interviews, observations, and assessments; conduct ongoing outreach; develop individual client service plans and document client/worker activity; conduct at least monthly home visits to clients in permanent housing; conduct monthly skills group meetings for clients in permanent housing; make referrals; accompany clients and/or provide transportation to service providers; conduct apartment searches and act as liaison between landlords and clients in obtaining and maintaining housing; monitor the delivery and outcome of services provided to clients by medical facilities, social service agencies, and community resources; provide crisis intervention as necessary; complete documentation required by appropriate funding sources; participate in staff and community meetings; participate in daily functions and organizational responsibilities of St. John Center. Required to ascend/descend full flight of steps, move around in tight spaces, reach above and below desks, maintain a stationary position, communicate, discern, express oneself and occasionally move light boxes or containers.

To apply: Send cover letter and resume to Sarah Buckler, Supportive Housing Manager, sbuckler@stjohncenter.org by August 3, 2020.

Agency description: St. John Center helps homeless men address barriers to self-sufficiency and housing so that they may leave homelessness for good. By providing daytime shelter, social services, supportive housing, and serving as a hub with partner agencies, St. John Center is where homeless men seek help, find hope, and move forward. St. John Center is a high-volume shelter, serving an average of 165 men a day, and is open 7 days a week from 7:00 am – 3:00 pm.

Minimum Requirements: Preference given to a bachelor's degree and/or five years of experience in social work or closely related field. Current driver's license, car insurance, and ability to travel throughout Metro Louisville to aid in apartment searches and perform home visits is required. Basic computer literacy is critical.