



Housing and Services, Inc.

Internal Job Posting

Job Title:	Full Time, Case Manager
Department:	Social Service
Location(s):	Cecil
Job Openings:	1 Position(s)

The Case Manager is responsible for providing comprehensive case management services to their caseload including: coordination of care, individual counseling, advocacy, engagement/outreach, medical compliance monitoring and referral, care plans, regular home and office visits, and quality documentation in AWARDS (HMIS database) of the same. The Case Manager will facilitate and/or co-facilitate therapeutic groups. The Case Manager will contribute to a program culture that is client-centered, holistic, and committed to continuous improvement. The Case Manager is expected to participate in socialization activities. The Case Manager will comply with all guidelines and contractual requirements. All HSI programs adhere to a housing first approach and harm reduction model.

Qualifications: Minimum of BA degree in psychology, social work or related field required. Experience working with individuals and families affected by HIV/AIDS. Highly organized. HASA experienced strongly encouraged to apply. Excellent communication skills in written and spoken word. Computer literate required; AWARDS fluency preferred. Knowledge of community resources, harm reduction and consumer-centered approach essential. A strong commitment to our mission and a dedication to those we serve is paramount.

Job Title:	Full Time, Case Manager
Department:	Social Service
Location(s):	Scatter Site Program
Job Openings:	2 Position(s)

The Case Manager will conduct home visits to single adult, couple and family households living in subsidized scatter site apartments throughout upper Manhattan and the Bronx. Provide supportive case management services to their caseload of permanent housing clients including: coordination of care, individual counseling, advocacy, engagement/outreach, medical compliance monitoring and referral, care plans, and quality documentation in AWARDS (HMIS database) of the same. The Case Manager will facilitate and/ organize support and educational groups. Will contribute to a program culture that is person-centered, holistic, and committed to continuous improvement. The Case Manager is expected to facilitate socialization activities and participate in monthly house meetings. Will comply with all HRA/HASA guidelines and other contractual requirements. All HSI programs adhere to a housing first approach and harm reduction model.

Qualifications: Minimum of a Bachelor's degree in psychology, social work or related field required. Experience working with the formerly homeless. LMSW with experience working with people living with HIV/AIDS preferred. Preferred experience with the mentally ill, and chemically addicted; SPMI and MICA knowledgeable encouraged to apply. Excellent communication skills in written and spoken word. Computer literate required; AWARDS fluency preferred. Knowledge of community resources, harm reduction and consumer-centered approach essential. A strong commitment to our mission and a dedication to those we serve is paramount. Bi-lingual (Spanish) required. EOE

THE BEDFORD

The Bedford is a 108-unit mixed use building and it is home to a diverse population including formerly homeless individuals, the elderly and medically frail, people struggling with addiction, those living with mental illness, and many with co-occurring diagnosis. The Bedford will have a social service team of four full time staff and a 24-hour front desk.

Job Title:	Lead Case Manager
Department:	Social Service
Location(s):	The Bedford, Bronx NY
Job Openings:	1 Position(s)

We are seeking a dynamic and experienced Lead Case Manager for The Bedford. The Lead Case Manager will help lead the social service team, which includes two (2) Case Managers, a Socialization Coordinator to assist this population in stabilizing their lives, improving their health and housing stability outcomes and advancing towards their individualized goals. The Lead Case Manager works collaboratively with the Leasing/Rent and Entitlement staff, Facility Maintenance department, and Security/Front Desk team. The Lead Case Manager reports to the Bedford's Program Manager who oversees the facility's social service department and ensures the overall quality of care delivered to the Bedford residents.

Qualifications: Minimum of BA degree in psychology, social work or related field required. The ideal candidate will have an, demonstrated leadership skills and keen judgment essential for planning and accomplishing goals, working with multiple referral sources and funding requirements, and providing strong support to program staff. This person will also have experience working with the chronically homeless population that has been impacted by mental illness, substance abuse, and chronic medical issues. The Lead Case Manager will have very strong administrative skills and operational expertise. Knowledge of supportive housing is preferred. This position is exempt; Monday through Friday, 9-5 PM; on-call 24/7.

Job Title:	Full Time, Case Manager
Department:	Social Service
Location(s):	The Bedford, Bronx NY
Job Openings:	2 Position(s)

The environment requires an energetic, focused, multi-tasker. The Case Manager will provide comprehensive case management services to their caseload including: coordination of care, individual counseling, advocacy, engagement/outreach, medical compliance monitoring and referral, care plans, regular home and office visits, and quality documentation in AWARDS (HMIS database) of the same. The Case Manager will facilitate and/or co-facilitate therapeutic groups. The Case Manager will contribute to a program culture that is person-centered, holistic, and committed to continuous improvement. The Case Manager is expected to facilitate socialization activities and participate in monthly house meetings. The Case Manager will comply with all HSI guidelines and other contractual requirements. All HSI programs adhere to a housing first approach and harm reduction model.

Qualifications: Minimum of a Bachelor's degree in psychology, social work or related field required. MSW preferred, LMSW a plus. Experience working with people having histories of homelessness, serious mental illness, and/or substance use disorder are encouraged to apply. Excellent communication skills in written and spoken word. Computer literate required; AWARDS fluency preferred. Knowledge of community resources, harm reduction and consumer-centered approach essential. A strong commitment to our mission and a dedication to those we serve paramount. Bi-lingual (Spanish) preferred. EOE

Interested applicants:

Please send resume and cover letter to atavares@hsi-ny.org indicate the position you are applying for in subject of e-mail.

Due to the high volume of applicants, only qualified candidates will be contacted.
Housing and Services, Inc. (HSI) is an equal opportunity employer.