



Case Manager Rapid Rehousing

Our Mission:

Homes for Families believes that families deserve and have the right to housing, educational, and economic stability.

Our Values:

Passionate, Inclusive, Genuine, Innovative, Adaptable

Position Overview:

This position reports to the ***Director of Rapid Rehousing*** and is responsible for providing housing stability services for homeless families requiring services due to homelessness, income instability, and/or disability. Housing services including intake, assessment, housing stabilization, advocacy, home visits, and linkage to community resources.

Key Responsibilities:

- Conducts intakes and assessments; builds a goal plan directed by the clients' expressed needs and wants
- Provides case management for approximately 15-20 clients at any one time; focuses on housing stability, decreasing barriers and increasing self-sufficiency
- Meets clients in the community to provide services, including in shelters, clients' homes, and other community locations
- Transports clients and their families when needed
- Utilizes a strengths-based approach and focus on building appropriate relationships with clients in order to help them be successful in reaching their goals
- Provides advocacy and mediation with landlords, when necessary
- Locates and continually refreshes themselves with regard to community resources that can assist clients
- Maintains files and stays current with all required paperwork
- Works closely with team members and other staff within HFF to help meet clients' needs

Qualifications:

- Bachelor's degree in social work or related field preferred
- 2+ years' experience working with families with significant barriers preferred
- Case Management experience working with homeless populations required
- Extensive knowledge of community agencies and resources in Columbus/Central Ohio preferred
- Working knowledge of Trauma-Informed Care and Cultural Competency required
- Congruence with agency mission and values required
- Demonstrated skills, knowledge and experience in the following areas required:
 - Microsoft Word, Excel and Power Point

- Ability to manage a caseload while also balancing administrative duties
- Knowledge of federal, state, and local public policies, regulations, and guidelines relative to homelessness, affordable housing and education.
- Valid driver's license, proof of automobile insurance, ability to drive an agency vehicle, ability to successfully pass a pre-employment drug screen, and ability to pass a criminal background check required
- Physical ability to lift and carry file boxes and supplies up to 25 lbs. occasionally required