



Position: Case Manager – Scatter Site Program
Location: Bronx, NY
Reports to: Program Director, SS
Hours: Full-time, 40 hours per week, some evenings/weekends required

About Jericho Project

Jericho Project is a nationally-acclaimed nonprofit ending homelessness at its roots by enabling homeless individuals and families to attain quality housing, employment and mental and physical health services. The 36-year-old nonprofit serves over 2,500 individuals, including 700 veterans, annually. Jericho has been a key partner in New York City's initiative to end veterans' homelessness, and is leading bold, innovative strategies to do the same for families and young adults.

Our programs touch four cornerstones of a person's life: housing, employment, wellness and family stability. We create a culture of "moving on" through a foundation of housing and supportive services provided by expert program specialists and case managers.

We have over 550 units of supportive housing including 8 residences in the Bronx and Harlem, as well as scatter-site apartments throughout NYC.

About the Position

The Case Manager will provide direct services and referrals to our formerly homeless residents to ensure each tenant is able to maintain stable housing and their sobriety. They will carry a case load of 27 tenants. The Case Manager will meet with each resident upon initial occupancy and provide orientation to the rules and regulation of Scattered Site Supportive Housing. Case Managers will meet with the residents in their homes at least 2 per month and arrange for office visits as needed. The Case manager will report to the Assistant Director and will also have some additional duties including site administration.

Responsibilities:

- Develop and periodically update a service plan.
- Provide individual supportive counseling.
- Provide advocacy and education regarding entitlements and benefits.
- Provide Crisis Management Interventions as needed.
- Help residents conform to the requirements of their lease and house rules.
- Assist tenants with the development of independent living skills.
- Participate in the recruitment intake and orientation for tenants.
- Help identify resources in the community for tenants.
- Develop social activities for tenants.
- Comply with charting requirements and data collections as mandated by funding sources.
- Share the on-call program coverage for nights and weekends with other staff.
- Carry out other duties as assigned by the Director.
- Attend bi weekly case conferences/staff meetings.
- Attend court proceedings with residents.
- Work collaboratively with WfO staff to ensure residents workforce and education opportunities are met.

Requirements:

- A Bachelor's degree in Social Work or a related field is required.
- Candidate must possess superior written and verbal skills.
- Must be computer literate.
- Bilingual a plus.
- Experience working with many populations served by Scattered Site Supportive Housing.

Compensation:

Salary is commensurate with experience. Jericho Project offers a comprehensive benefits package.

How to Apply:

Interested applicants must submit a resume and cover letter with salary requirements to:

Human Resources Department

Jericho Project

Job Code: **Case Manager, Scatter Site Program**

245 W. 29th Street, Suite 902

New York, NY 10001

Fax 646.624.2301

careers@jerichoproject.org

No Phone Calls Please.

Jericho Project is an equal opportunity employer that does not discriminate in its hiring practices and, in order to build the strongest possible workforce, actively seeks a diverse applicant pool. www.jerichoproject.org