



**Position:** Case Manager – Loring Place  
**Location:** Bronx, NY  
**Reports to:** Program Director  
**Hours:** Full-time, Exempt. 40 hours per week, some evenings /weekends

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### **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 40-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 9 residences in the Bronx and Harlem, as well as scatter-site apartments throughout NYC.

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### **About the Position**

#### **Responsibilities:**

- Provide direct case management services which will include developing and updating comprehensive service plans. Coordinate and document clinical case management services while also documenting the overall effectiveness of the services provided.
- Utilize Motivational Interviewing and Harm Reduction techniques to assist low-income individuals with a history of homelessness and/or substance use disorders and/or mental health diagnoses.
- Provide assistance with obtaining and/or maintaining benefits/entitlements and other publicly available resources that may be beneficial to the resident.
- Implement groups with a focus on life skills, education and support, and mental health counseling.
- Complete referrals to medical, mental health, and other outside providers.
- Accompany resident to medical and/or entitlement appointments, if requested.
- Collaborate with Workforce Opportunities Staff to assist resident in developing and realizing employment related goals, where applicable.
- Ensure compliance with organizational and funder regulations and documentation.
- Conduct outreach and engagement including unit visits and/or inspections.
- Coordinate aftercare services and follow-up contacts for post-discharge updates.
- Participate in community development efforts such as Community Meetings and supporting the residence in establishing partnerships with other providers in the community.
- Work with Property Management staff to assist resident to meet terms of their lease including timely payment of rent and avoidance of any nuisance behaviors.
- Provide all services in a manner that respects cultural differences amongst residents.

**Requirements:**

- Bachelor's degree in human services or a closely related field.
- Experience working in homeless, substance abuse, mental health and/or trauma settings preferred.
- Good communication skills with strong organizational writing and computer skills required.
- Candidates must be self-starters with the skills and energy to work with high-need individuals.
- Strong engagement and interpersonal skills.
- Some relevant experience working with low-income or homeless populations.
- Be familiar with interventions needed for resident with severe persistent mental health issues.
- Bilingual with Spanish is a plus

**Compensation:**

The salary range for this position is **\$48,000.00** annualized. Jericho Project offers a comprehensive benefits package.

**COVID Guidelines:**

The Jericho Project is committed to ensuring the safety of its staff, interns, vendors and clients. As per the CDC guidelines' full compliance, all new/incoming staff are required to be fully vaccinated and possess the ability to provide documentation upon their 1st day of hire.

To be fully vaccinated means:

1. 2 weeks after their second dose in a 2-dose series such as: Pfizer or Moderna.
2. 2 weeks after a single-dose vaccine, such as: Johnson & Johnson's

<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html>

We grant accommodations according to the law.

**How to Apply:**

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

Human Resources Department  
Jericho Project  
Job Code: **Care Manager – Loring Place**  
245 W. 29th Street, Suite 902  
New York, NY 10001  
Fax 646.624.2301  
[careers@jerichoproject.org](mailto: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](http://www.jerichoproject.org)*