



**Dustys' Fishing Well**



## **Case Manager - Job Description**

**Job Summary:** The Full-Time Case Manager will work directly with and under the Lead Case Manager to provide comprehensive case management services to youth and adults participating in the various programs provided by the organization. In this role, you will develop life maps (case plans) for participants, aiming to promote independence and build a solid foundation for their future. You will meet individually with participants to assess their needs, provide resources, and assist them in developing positive life skills and coping strategies.

### **Primary duties and responsibilities:**

- maintaining up-to-date typed participant files with all relevant documentation (e.g., attendance, participation, and incentives)
- ensuring timely follow-ups with City EMT alumni. You will be tasked with updating case file documents regularly and tracking participant progress.
- candidate is a proactive, compassionate, and effective communicator who can quickly build rapport with highly vulnerable young adults.
- comfortable navigating systems, highly reliable, and efficient in your work.

### **Job Requirements & Qualifications:**

- Minimum 1 year of experience providing case management services.
- At least 2 years of experience working with strength-based, client-centered models, restorative practices, and trauma-informed care.
- Experience working with BIPOC, transgender, and non-binary populations.
- Proven ability to identify, assess, and intervene effectively with behavioral health issues.
- Bachelor's degree in social sciences or relevant experience will be considered.
- Familiarity with digital platforms and tools, including Microsoft Office.
- Strong interpersonal skills with the ability to establish trust and rapport with young adults.
- Ability to work effectively within a multidisciplinary team, coordinating with internal and external partners.

## **Position Details:**

- **Job Type:** Part-time (Temporary-to-Permanent, based on 90 day probation completion)

This position offers an excellent opportunity to make a lasting impact in the lives of marginalized youth and contribute to the City EMT's mission of fostering independence and self-determination. If you are passionate about empowering young adults and ready to take on a full-time role in case management, we encourage you to apply.

## **Compensation and Benefit**

- Base rate part time salary of \$24.00 - \$29.00 per hour, commensurate with experience
- Part-time employees are eligible for sick pay, holidays, paid time off, and enrollment in the organizations 401K plan.

Consistent with Dustys' Fishing Well/City EMT values in diversity, equity, and inclusion, the team seeks to build a vibrant organization where all individuals, regardless of background, can feel valued and contribute fully to the mission. In accordance, Dustys' Fishing Well/City EMT does not discriminate on the basis of race, color, religious creed, national origin, ancestry, sex, sexual orientation, age, genetic information, military service, or disability.