

Job Title	Housing – Case Navigator
Employer/ Agency	Catholic Charities of the Archdiocese of Galveston-Houston
Job Description	<p>Case Navigator is responsible for coordinating/updating referral service and providing input regarding complex cases. Also responsible for maintaining client files in accordance with agency policies, inputting client information in a designated database's and gathering and reporting program metrics.</p> <p>What you Deliver</p> <ul style="list-style-type: none">• Assesses families and individuals for strengths and barriers, including employment, behavioral health (not diagnose), criminal history and substance use and refer household to appropriate levels of housing and rental assistance. Assists families and individuals with establishing and meeting housing and related goals, and identifying appropriate steps towards achieving goals, including modifying goals, as needed, and evaluation of progress. Carries a caseload of families & individuals, which may include home-based case management.• Maintains precise and accurate documentation of case management services, including client files and entries into the program databases.• Coordinates with a variety of outside providers, as necessary, to meet client's needs and avoid duplication of services. Provides community resource referrals for clients.• Performs other duties as assigned.
Qualifications	<p>Qualifications</p> <p>The Expertise We're Looking For</p> <ul style="list-style-type: none">• Bachelor degree in social work, psychology or related field required.• One (1) year of experience in working with homeless populations, including individuals with mental health challenges.• One (1) year of experience of case management, in supportive housing or homelessness services.• Valid Texas Driver's License
Salary/Hours	Full-Time
City, State, Zip	Houston, TX 77002
Application Method	Apply Here: https://tinyurl.com/4scd9s6z
Opening Date	Immediately

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