

Water Street Mission Position Description Case Manager

Summary: To support mission guests by providing assessment, treatment planning, and case management.

The Case Manager must be:

- Willing to sign the Water Street Mission Statement of Faith
- A current member or regular attendee of a local church
- Able to fully support the Water Street Mission core values and ministry philosophy

Essential Duties:

- Minister to guests, reflecting God's love for each individual, through a non-judgmental, grace filled relationship
- Complete assessment and treatment plans for guests
- Work with life coaches and partners to support treatment plans
- Establish client goals and make appropriate referrals to community agencies for housing, employment, education, counseling, healthcare, childcare, parenting, etc.
- Represent Water Street at community meetings
- Maintain expertise in niche areas as assigned by Director
- Work with and coordinate community volunteers as needed
- Work collaboratively with all staff and in partnership with other departments, attending meetings as needed
- Facilitate treatment planning meetings for guests served
- Maintain accurate records
- Perform other duties as assigned

Supervised by: Director of Access and Case Management

Education/Experience: A bachelor's degree in social work and/or related field; Masters preferred. Organizational skills, ability to communicate with high interpersonal relationship skills required. Microsoft Office software a must.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. While performing this job the employee is regularly required to stand, walk, or sit and use hands to finger, handle, or feel, and is occasionally required to lift and/or move up to 35 pounds. Requires weekend and holiday rotation and on-call hours.

Christian Life: As an employee of Water Street Ministries, you are an important member of a Christian Missionary organization. All staff members are Christian missionaries and are required from time to time to participate in chapel services, outreach ministries, or counseling sessions. Because of the nature of these types of ministries it is an absolute necessity that you possess and maintain a testimony or lifestyle that is above reproach. What you do on your own time may seriously affect your ability to perform these types of ministries, which are an important part of your job.