



FAMILY SERVICES JOB ANNOUNCEMENT SSVF CASE MANAGER

Northeast Nebraska Community Action Partnership's **Family Services Program** is looking for a **SUPPORTIVE SERVICES FOR VETERAN FAMILIES CASE MANAGER** to work out of the Pender central office. 40 hours per week M-F with some flexibility. Hourly wage plus benefits. Provide case management services related to housing, employment and financial assistance to Veteran Families in designated counties. Bachelors degree or related experience in counseling or social services preferred. Must meet Agency auto insurance standards. To apply, submit completed Agency application available at www.nencap.org under the Employment link or contact HR at 1-800-445-2505 or 402-385-6300. No resumes accepted. Applications may be sent to Northeast Nebraska Community Action Partnership, P O Box 667, Pender, NE 68047-0667. Position open until filled.

EOE

Non-Profit Agency

JOB SUMMARY:

The **SUPPORTIVE SERVICES FOR VETERAN FAMILIES CASE MANAGER** is responsible for case management of individuals/families in the SSVF Program in designated counties. Work with participants assessing and verifying tenancy problems, income and financial assistance needs utilizing the tools provided by the programs. Work with landlords regarding late payments, damage or lease violations to prevent evictions. Work with participants to develop a housing plan with goals for successful achievement of self-sufficiency. Assist participants in connecting with employment services and/or obtain financial assistance from government or private sources. Responsible for monitoring progress of clients on a daily/weekly/monthly basis by home visits, office visits, telephone and mail. Maintain complete and accurate records, filing systems and data entry on all clients and contacts served by the SSVF Program. Work with the SSVF Program Coordinator to ensure all Federal and State regulations of programs are enforced. Work collaboratively with Veteran Affairs Officers in the service area. Work with referral sources and community partners to identify candidates for SSVF/NHAP Program through Continuum of Care meetings, team meetings and referrals. Provide outreach on SSVF programs in service area. Maintain confidentiality of all participant information.

EDUCATION & EXPERIENCE:

Bachelor's degree (four year college or technical school) Preferred, Field of Study related to the delivery of counseling or social services.

WAGE & BENEFIT INFORMATION:

Hourly wage is \$14.50 per hour. Benefits include health, life, dental and vision insurance. Paid holidays, vacation and sick leave, EAP, 401K Retirement.