JOB POSTING – ST. VINCENT DE PAUL SAFE HAVEN

POSITION: **Case Manager**
Monday – Wednesday 2nd shift
Position is Part-time

POSITION MANAGER: Janine Pickens, Program Supervisor
JPickens@stvincentdayton.org

POSTING PERIOD: 5/23/2020 - until filled

APPLICATION PROCESS:

Contact the hiring manager requesting consideration for the position and provide supportive documentation of your qualifications, resume and/or a Letter of Interest. Forward to Janine Pickens, Program Supervisor, Society of St. Vincent de Paul, 124 W Apple Street, Dayton, OH 45402 or JPickens@stvincentdayton.org
If you are a current employee of St. Vincent de Paul, you must inform your present manager of your interest in this position.

Summary of Position Responsibilities:

Supports the Vision, Mission and Values of the Society of St. Vincent de Paul. This position exists to prevent clients from returning to homelessness by assisting them in preserving and maintaining safe, permanent community residences and to provide consultation and crisis intervention services. Position also promotes individual stability through the provision of a wide range of supportive services.

QUALIFICATIONS:

- AA in mental health and/or related field or related experience
- 2-4 years proven experience working with people with mental health and/or alcohol and other drug issues
- Knowledge and understanding of homelessness, poverty, and residential settings
- Must be able to relate well and establish rapport with the culturally diverse targeted population
- Good communication skills – both verbal and written
- Good computer skills
- Must be flexible, creative, and self-motivated
- Must be able to stand or walk for extended periods
- Must be able to lift up to 25 pounds
- Must be able to pass a drug screen and a background check