Let's Make a Difference
Immediate Opportunities Available
Case Management Associate

Pay Rate and Shifts:
- $32/hour
- Schedules vary from 6:30 am – 7:30pm
Available to work some evenings, weekends & holidays.

Position Summary: Provide case management, crisis intervention services to aid youth in reunifying with family and/or guardians.

Qualifications:
Bachelor's degree in social work or other related field + 2 years of related experience;
- completion with a passing grade, from an accredited or approved college or university, of 15 college semester or equivalent quarter units in behavioral sciences, 9 units of which must be in courses relating to children with behavioral problems which may be the result of abuse, neglect, or emotional trauma.
- The courses may include, Psychology, Social Work, or Social Welfare.
- Bilingual Spanish/English preferred.
- Must have valid CA driver’s license & proof of insurance.
- Must have ability to lift 25 pounds.
- Must be able to pass clearance for working with minors.

Manpower San Diego
For immediate interview email your resume to: workpath@manpower-sd.com
Position Duties:

- Adhere to the standards of client's mission, purpose, guiding principles and standards of quality.
- Provide trauma-informed care coordination for all case management services, including crisis intervention, advocacy, information, referral and other direct services, to aid youth in transitioning and/or reunification with family/legal guardian.
- Assist youth in accessing options for medical health, mental health, education, and other resources.
- Working with youth on a timeline to find family/guardian/relatives to reunify.
- Work with youth to find and contact/engage family members/guardians. Use public records, court databases and website searches to help locate family members. Gather names, phone numbers, and background information on relatives. Keep appropriate log and submit required paperwork in a timely manner.
- Conducts investigations, which includes conducting interviews to obtain confidential information, gathering evidence and documenting findings.
- Interviews possible family/guardians for reunification of youth.
- Examines various records and documents in order to ascertain relevant information.
- Gathers, controls and evaluates evidence.
- Makes judgments after evaluating all available facts and recommends appropriate action.
- Transport (or arrange transportation for) youth to and from appointments when necessary.
- Engage parent/guardian in order to support reunification, when possible, and/or transition to foster care.
- Maintain linkages with community referral sources.
- Attend all required meetings.
- Maintain and insure maintenance of data collection and contract compliance of records as required.
- Maintain confidentiality and privacy standards of service partner protected health information and other applicable information and material in accordance to agency and center policies, and applicable regulations and laws including HIPAA.
- Assist in maintaining clean, warm, welcoming facility.
- Maintain a working knowledge of MIS equipment.
- Other duties as required.