



JOB ANNOUNCEMENT

Position Title: Community Case Manager

Organization: Jewish Family Service of San Diego

Position Type: Full Time, non-exempt

Salary: \$21/Hour

Standardized Benefits: Benefits for this position include a 401(k) plan, medical, dental and vision coverage, flexible spending accounts, life insurance and generous holiday benefits.

Position Overview:

The Community Case Manager provides short-term case management to JFS clients, including; limited financial assistance to remove barriers to their self-sufficiency; assistance with accessing external resources (such as applying for Medi-Cal or CalFresh), and meeting with clients that access JFS's Corner Market Food Pantry to determine if they could benefit from other resources or referrals. The Community Case Manager reports to the Director of Clinical and Community Services, and works closely with JFS Intake staff.

Specific Duties Include:

The Community Case Manager

- Meets with clients that have been referred from Intake or other JFS services to help them identify and remove short-term barriers to self-sufficiency.
- Conducts assessment and works with clients on plans of action to overcome barriers.
- Verifies income for those requesting financial assistance and processes check requests.
- Obtains authorization to release client confidential information, if needed.
- Conducts outreach and researches appropriate community resources to resolve clients' barriers to self-sufficiency.
- Documents client services in JFS client database.
- Provides a warm hand off to appropriate internal and external resources.
- Assists clients with completing applications for public assistance or health insurance.
- Conducts follow-up to determine that clients received the services they needed.

Position Requirements:

The Community Case Manager will possess, at a minimum, the following knowledge and experience:

- Bachelor's degree in social work or related field.
- At least one year of experience providing case management to low-income families and individuals in a nonprofit or public setting.
- Ability to effectively and compassionately communicate with individuals and families in crisis.
- Experience using ETO or other client database.
- Knowledge of San Diego County social and emergency resources.

Contact Information

To apply, please e-mail your cover letter, salary requirements, and resume to resume4321@jfssd.org. Incomplete submissions will not be considered. Please, no phone calls. Please, principals only. Please, local candidates only (relocation is not provided).

About Jewish Family Service of San Diego

Jewish Family Service of San Diego is a client-centered, impact-driven organization working to build a stronger, more resilient community. For nearly 100 years, Jewish Family Service has been a trusted resource for the entire community, offering an array of services that are always life-changing, and often life-saving. At Jewish Family Service, we believe our employees are the backbone of our agency. Our goal is your success. Come work at JFS and be our partner in *Moving Forward Together*. To learn more about JFS, please visit www.jfssd.org.