



Support and
Shelter for
Overcoming
Homelessness

Job title	Permanent Supportive Housing Case Manager at Grace Mary Manor		
Reports to	Permanent Supportive Housing Services Supervisor	Position Status	Full Time, 40 Hours
Salary Range	\$15.50 to start, based on experience	Assignment	Regular/Benefited
EEO Class	Professionals	FLSA Status	Exempt
Shift	Monday through Friday from 9 to 5		

Job Purpose

The Road Home is seeking a highly motivated individual who is committed, compassionate and willing to be challenged through making a difference in the lives of others. Our mission is to move people out of homelessness and into housing in the community.

The Case Manager will work to provide direct case management and supportive services to individuals who have moved out of homelessness and are living in permanent supportive housing at the Grace Mary Manor. It is an 84 unit complex owned and operated by the Housing Authority of the County of Salt Lake and designed to house and serve the Chronically Homeless.

Duties and Responsibilities

This Case Management position works with chronically homeless adults in a permanent supportive housing environment. The Case Manager supports the mission of HACSL by assisting with the development and implementation of the Grace Mary Manor community. The Case Manager will work with the residents, Resident Services staff, Housing Management and community partners to identify needs and coordinate resources that promote self-sufficiency, empowerment and a healthy community including, but not limited to, substance abuse referrals, mental health referrals, employment counseling, financial counseling and housing retention.

- Assist clients in developing goals that will help them overcome homelessness and stabilize in permanent supportive housing with opportunity to move on to independent housing.
- Provide resident with referrals and link them to community resources.
- Provide best practice case management to singles and families, to include crisis intervention, ongoing assessments, goal setting, problem solving, advocating, agency and community resource utilization, and network building.
- Work professionally and cooperatively with case management team, property management, partners, and community resource providers.
- Attend weekly staff/staffing meetings and other meetings as assigned.
- Keep records, case management notes, and statistical data as required and participate in research and/or special projects as needed.
- Assess clients' barriers to self-sufficiency and develop problem-solving skills with the client.

- Evaluate one's own performance to increase effectiveness as a case manager.
- Other duties as assigned.

Skills and Requirements

- Strong interpersonal skills and ability to work with diverse populations.
- Willing to be a proactive member of a team.
- Strong belief of the housing first model.
- Able to communicate effectively and handle difficult situations with professionalism, compassion and from a Trauma Informed Care perspective.
- Ability to work independently and use sound judgment within the Trauma Informed Care framework.
- Ability to accept direction from Supervisor.
- Excellent organizational skills and strong computer skills.
- Self-starter and self-directed.
- Must have a clean driving record and be insurable by our agency insurance carrier.
- Must pass a pre-employment background check and drug screen.

Qualifications

- Bachelors Degree in related field required.
- Experience working with diverse populations.
- Ability to pass pre-employment background check and drug screen.

Physical and Equipment Requirements

- Should have the ability to lift 25 pounds.
- Must be licensed and have the ability to drive an agency vehicle.

Instructions to Apply

To apply, please email resumes@theroadhome.org. Please include the job title **PSH GMM Case Manager** in the subject line.