



**main
street
project**

JOB POSTING CASE MANAGER

TITLE:	Case Manager (Term)
LOCATION:	75 Martha Street, Community
DEPARTMENT:	Case Management
REPORTS TO:	Manager, Case Management
SALARY RANGE:	\$23.99 - \$25.50
SCHEDULE:	Days (07:30 – 16:00)

Case Managers are responsible for connecting to **and** engaging **with** people experiencing homelessness who use Main Street Project's Services. By working collaboratively with support worker staff, this position is a key part in working to move people from needing shelter to being permanently housed. Main Street Project is currently hiring for multiple term Case Manager roles in a variety of areas. We're looking for qualified and empathetic individuals to join our team!

KEY RESPONSIBILITIES

- Develop professional and supportive relationships with people experiencing homelessness
- Provide on-going case management support to assess progress and ensure treatment plan
- Develop individualized care plans in collaboration with participants, addressing short-term and long-term goals
- Identify in a proactive manner, barriers that restrict and develop strategies that facilitate the participants' ability to meet identified goals
- Establish and coordinate care with community partners
- Provide transportation to participants for appointments in community
- Meet with participants both on-site and in community
- Identify and document participant needs through repeated contacts with participants
- Provide resources as needed to people seeking services in a way that ensures that the participant is an informed decision-making participant
- Work collaboratively with a multi-disciplinary team within the organization to coordinate support for participants
- Establish partnerships with landlords and service agencies, and advocate on behalf of participants
- Monitor, evaluate and communicate progress of participants with the participants themselves, team members and managers on a regular basis
- Maintain accurate and confidential electronic and file records, including statistical data
- Conduct crisis intervention as needed
- Attend program-related community, coalition, and committee meetings

QUALIFICATIONS

- Minimum of Bachelor's Degree (B.A.) in a relevant field
- Three (3) to five (5) years' experience working in the field of homelessness, mental health, and case management, or a combination of education and experience
- Demonstrated knowledge of case management process's – eligibility, assessment, planning, implementation, evaluating, and transitioning
- Non-violent crisis intervention (NVCI), mental health first aid, suicide intervention, and/or trauma informed training considered an asset
- Ability to work with a participant-centered care philosophy

- An understanding and experience in working with culturally diverse populations
- Ability to work collaboratively within a larger community system
- Strong ability to effectively resolve and cope with conflict and/or crisis situations
- Knowledge of Indigenous culture
- Knowledge of community resources available throughout Manitoba
- Knowledge of addictions, mental health diagnosis, and co-occurring disorders
- Ability to manage, assess, and work with challenging behaviours
- Highly developed understanding of and proven ability to communicate appropriate professional boundaries
- Excellent interpersonal skills and the ability to form relationships with community members
- Demonstrated ability to apply Harm Reduction strategies in a trauma informed care setting, and Housing First philosophies in day to day support
- Ability to work independently, under pressure, in a team or independent setting
- Computer proficiency in Microsoft Office and any other database software(s) used to track service delivery
- Ability to occasionally flex hours to meet participant needs

ADDITIONAL REQUIREMENTS

- Satisfactory Criminal Record Check with Clear Vulnerable Sector Search and a Clear Adult Abuse Registry Check are required. Employee is responsible for any service charges incurred.
- Valid driver's licence
- Current CPR & basic first aid

APPLICATION PROCESS:

When emailing your application, be sure to indicate the correct position information in the subject line when applying.

Submit required documentation to	hr@mainstreetproject.ca
Required Documentation	Resume & Cover Letter
Subject Line	Case Manager

Main Street Project recognizes the importance of building a workforce that is reflective of the community it serves, where culture, language and perspectives drive a high standard of care and service. Therefore, preference will be given to Indigenous people and those who reflect the people/population we serve.

Applicants are asked to self-declare in their cover letter along with describing how they meet the above qualifications. We thank all applicants but only those selected for an interview will be contacted.