



Part-time Case Manager

Roles & Responsibilities:

The Case Manager (CM) works directly with the women within four major components: crisis assessment and coordination, needs assessment and planning, referrals and resourcing, and mentorship. Overall the Case Manager's role is to walk alongside the women in hopes of facilitating needed life changes for attainment of self-sufficiency. Teamwork is critical to this position as the CM works closely with not only the women but peers, leadership and volunteers to coordinate the needs of the women and/or children.

Qualifications for the Position:

Required:

1. Full commitment and dedication to the missions statement of Sheltering Wings
2. Bachelor's degree in a human services field (or a minimum of 5 years' experience working in public or social service organization)
3. Proven networking, teamwork, multi-tasking and follow-up skills
4. Works effectively with individuals from various backgrounds, cultures, lifestyles, ages, religious beliefs and economic situations
5. Experience working with evaluating human needs quickly
6. Excellent interpersonal skills (listening, coaching and leading)
7. Proven experience in a professional environment requiring organizational, computer, written and oral communicant skills

Preferred but not required:

1. Knowledge of city, state and federal domestic violence service systems, policies and issues
2. Knowledge of domestic violence related issues and philosophy
3. Understanding of the effects DV has on survivor's thoughts and behaviors
4. Prior Crisis Intervention experience

Please send Resumes to Amy O'Hearn, Operations Manager, at 317.386.5051 or

aohearn@shelteringwings.org