



Case Manager II

Want to join one of South Texas' premier child welfare agencies in "restoring innocence and strengthening families?" The Children's Shelter is waiting for you! Since 1901, The Children's Shelter has touched countless lives and every year, serves over 4,000 children and parents. Become part of a growing team providing high-quality, trauma-informed care for children and families.

The Case Manager II is responsible for the case management of all clients assigned to Whataburger Center for Youth & Children. The Case Manager II provides care coordination by monitoring and tracking the day-to-day services for residents using Trauma-Informed Care methods.

Responsibilities Include:

- Coordinate day-to-day services, support, and assistance to the residents in the milieu ensuring safety, trustworthiness, empowerment, collaboration, and choices for both staff and residents.
- Coordinates and monitor the child/youth basic needs related to day-to-day care and development.
- Coordinates and completes child/youth intakes and discharges to include collaborating with Family Tapestry Intake Specialist.
- Completes resident orientation during the intake process and within 24 hours of intake.
- Ensures all intake/discharge documents are reviewed by Assistant Program Director.
- Completes initial safety/behavioral plans for residents upon intake.
- Coordinates discharge notice with Family Tapestry Case Care Specialist.
- Carries a caseload of up to 27 residents at a time.
- Notify resident of expected outcomes of placement and estimated length of stay in care.
- Completes preliminary and an initial Service Plan under direction of Assistant Program Director.
- Coordinates with DFPS/Family Tapestry caseworker in service plan meetings as required.
- Coordinates with Medical Care Coordinator to schedule medical/dental exams for the child and plan/coordinate for recommended follow-up treatment.

Requirements:

- The applicant is required to have a bachelor's degree in the human services field. Social work preferred.
- Required to be trained in Trust-Based Relationship Interventions and Motivational Interviewing.
- Required training in agency designated Emergency Behavior Intervention.
- Minimum of two years of experience providing services for youth with an emotional disorder.
- Computer literate with Microsoft Office (Word, Excel, PowerPoint) and Microsoft Outlook.
- Able to collaborate with all staff. .
- Favorable background check; TB test at time of employment and completion of questionnaire annually.
- Able to communicate, orally and in writing, clearly, accurately, and descriptively using appropriate vocabulary, grammar, and language.
- Strong organizational, analytical, creative thinking and problem solving abilities.
- Skills in organizing work in a responsible way in an environment with multiple challenges and priorities.
- Ability to engage and communicate effectively with persons from diverse cultures and communities, as well as from different groups, including children, their parents, agency colleagues, support staff members, supervisors, administrators, and the legal and judicial system/good public presence.

The Children's Shelter is an Equal Opportunity Employer committed to a culturally diverse workplace and offering a competitive pay and benefits package.

You can apply on-line by visiting our website www.chshel.org or in person at:

2939 W. Woodlawn Ave.
San Antonio, TX 78228
Monday-Friday 8am-5pm