



Housing Case Manager (Access to Care Program, Nassau County, NY)

The Housing Case Manager assists the Housing Program Supervisor in the coordination and provision of support services to clients of the housing program. The Case Manager is responsible for recruitment and assessment of eligible clients, oversight of the housing sites including safety checks and regular visits, rent payment, assisting in site maintenance, and case management services or coordination with external Care Coordinators or Case Managers, as appropriate. Implement contract regulations and assist with preparation of necessary reports to funding sources.

Qualifications and Requirements

- Bachelor's degree in healthcare or human services and one year qualifying experience* or Associate's Degree in health or human services or certification as an R.N. or L.P.N. and two years qualifying experience*.
- A valid driver's license and insurance card is required.
- Must maintain valid first aid/CPR and Narcan certification.
- Experience with families preferred.
- Bilingual preferred (English/Spanish speaking).

*QUALIFYING EXPERIENCE: verifiable full or part-time case management or case work with persons with HIV, AIDS, mental illness, homelessness, chemical dependence, chronic illnesses, or other populations of persons in need.

Work Schedule:

Monday through Friday (35 hours/week);
8:00 am – 4:00 pm,
8:30 am – 4:30 pm, *or*
9:00 am – 5:00 pm

Benefits

Full-time Employees are eligible for:

- Medical, Dental, and Vision Insurance
- Tuition Assistance
- Flexible Spending Account
- Long-term and Short-term Disability
- Supplemental Specified Illness Coverage
- Supplemental Hospitalization Coverage
- Life Insurance
- 4 Personal Days, 10-22 Vacation Days, 8 Sick Days, 10 Paid Holidays-yearly
- 403(b) retirement plan with employer match

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E-mail your resume to: jobs@optionscl.org

For more information, call **(631) 361-9020 ext. 1105**