



**Position:** Part-time Case Manager

**Ministry:** SEEDS Case Management

**Reports to:** Director of Housing and Supportive Services

**Availability:** Part-time with evening hours 6pm-9pm, including weekends

Hesed House, the second largest homeless shelter in Illinois, is seeking a Part-time Case Manager to work with homeless individuals that stay in our overnight emergency shelter.

The SEEDS case management program conducts intakes, assessments, service planning and goal setting, in addition to providing more comprehensive wrap around services to our guests. SEEDS staff works in collaboration with the main agencies in Aurora that focus on employment, mental health, substance abuse, legal and housing services in a “one stop shop “ in order to assist our guests in becoming independent again.

**CORE REQUIREMENTS:**

- Possess "street smarts"
- Be able to assess and intervene appropriately in crisis situations
- Have the ability to work with a diverse and significantly complex population
- Be compassionate yet firm
- Must ascribe to the Hesed mission: "To feed the hungry, clothe the naked, shelter the homeless and give people the chance to hope again."
- Be self-motivated
- Demonstrate tact, diplomacy and professional conduct, display a professional image, maintain confidentiality, and not fraternize with guests
- Work in a fast paced, sometimes chaotic environment
- Have the ability to work flexible hours including nights, holidays and weekends
- Must pass DCFS and criminal background checks

**DESIRABLE FACTORS INCLUDE:**

- Bilingual ability (English/Spanish)
- Basic first aid training
- Previous experience working with homeless individuals and families
- Experience with not-for-profit/social service organizations
- Degree in Human Services or related field

If interested, please send cover letter and resume to [careers0918@hesedhouse.org](mailto:careers0918@hesedhouse.org)