

## Position Announcement

PathStone is seeking a **Family Services Case Manager** to support tenants at Wilson Commencement Park in Rochester, New York.

### who

#### us

PathStone is a nonprofit organization based in Rochester, NY with a mission of building family and individual self-sufficiency by strengthening urban and rural communities. PathStone operates 12 lines of business in the areas of training and employment, health and safety, housing services and community development.

Wilson Commencement Park assist low-income, single-parent families transition to financial independence and personal self-sufficiency.

#### **What sets PathStone apart from the rest?**

- PathStone's two distinct lines of business—direct services and community and housing development—are rarely combined within one organization. This means that our staff are exposed to a broad number of programs and a variety of job functions.
- PathStone has a reputation for taking strategic risk. Our belief that “we don't know until we try” is why we have continuously developed innovative programs over the last 40 years.

#### you

You are looking for a challenge and a chance to change the world for the better. You know that social impact is as important a measure of corporate success as profitability. You want to use your creativity to find quicker, better and more cost-efficient ways to help people. You are ready to try on new hats and find new solutions to old problems. You want to make a difference in the lives of others.

**What sets you apart from the rest?** Specifically, you have the following skills, experience and/or education:

- Bachelor's Degree in Human Services, Social work or other related or a combination of education and experience, with at least 3 years' experience in conducting case management preferably with homeless or at-risk individuals and families
- Extensive housing/case management experience and the ability to work effectively with low-income families
- Knowledge of available homeless and at-risk services in the community, and transitions to work
- Relevant experience working with persons who are mentally ill, suffer from substance use disorder, are victims of domestic violence, and/or homeless
- Interviewing and counseling skills required
- Computer literacy required
- Working knowledge of rental, housing, landlord/tenancy issues preferred.
- General comprehension of DSS system
- Must be able to use the Homeless Management Information System (HMIS)
- Excellent organizational and communication skills

### what

This is a full-time position. The Family Services Case Manager is responsible for providing intake assistance, case management and other support for tenants and their families at Wilson Commencement Park. Specifically, this position is responsible for:

- Providing case management services for all residents
- Completing intake application and assessment for each family/individual and determine program eligibility; maintain waiting list of eligible residents
- Assisting clients in developing/identifying/evaluating and revising a housing action plan, milestones, and short and long-term goals
- Maintaining records and preparing reports
- Offering assistance, support, and feedback
- Represents agency at meetings and participates fully.

## where

This position is located in Rochester, New York.

## when

This position is available immediately.

## why

PathStone offers a chance for you to improve the world, but we also know that you have bills to pay. We offer a competitive compensation and benefits package, including:

- Base salary is based on demonstrated experience and qualifications
- Health insurance for eligible employees
- Pension plan for eligible employees with an employer contribution
- Annual cost-of-living adjustment and merit-based pay increases
- Generous vacation and holidays
- Employment at PathStone qualifies for the federal Public Service Student Loan Forgiveness program

## how

Please submit your resume to [apply@pathstone.org](mailto:apply@pathstone.org), with “036-22” in the subject line, no later than March 15, 2022.

PathStone is an Equal Opportunity Employer. Our TDD number for the deaf and/or hearing impaired is 1-800-545-1833. Any applicant may request assistance in completing the application process by emailing [apply@pathstone.org](mailto:apply@pathstone.org).