



MANITOBA METIS FEDERATION SW REGION INC. BRANDON HOUSING CASE MANAGER



WE ARE SEEKING A CASE MANAGER TO WORK WITH OUR CURRENT HOUSING FIRST TEAM

Under the direction of the Housing First Coordinator, the Housing First Case Manager will offer direct support to clients while they transition from homelessness and maintain permanent housing.

Objectives

The Case Manager is responsible for engaging with unsheltered individuals dealing with homelessness, and provide support services to assist in housing placement. This includes screening potential candidates, overseeing case management for assigned individuals, overseeing/conducting the personalized Care Plan process, and or other appropriate support services so that the individual can obtain or remain housed.

The Housing First Case Manager works closely with individuals/families in need of housing, funded agency housing teams and other community agencies.

Duties and Responsibilities

- Establish professional working relationships with all community agencies to appropriately assist in housing their identified clients.
- Provide resources and referrals to individuals or families that assist with problem solving and address immediate needs
- Meet with potential clients, conduct assessment tools such as a VI-SPDAT (Service Prioritization Data Assistance Tool), full SPDAT, and any other Housing First tools that are presented by the Coordinator
- Provide HF Case Management as determined
- Assertively engage with HF clients in the formulation of a comprehensive care plan that is reviewed and modified with client on a regular basis
- Provide individually tailored services to each client - i.e. housing placement, unit rental, damage deposits, securing income assistance if required, setting up of utilities and arranging for furnishings and household items, independent living skills, vocational guidance, appointment escorts, integrated substance use treatment, and counseling
- Assist HF clients to manage their monies, including preparing budgets with clients and computing expenses
- Provide outreach, counseling, advocacy, and other needed services to clients in any environment including: the streets, shelters, prisons, hospitals, apartments, office, etc.
- Maintain written and computerized records, compile reports and complete other program documentation (including case notes, statistics, letters, psychological evaluations, etc.)
- Educate, inform and advocate for HF clients regarding benefits and entitlements (Social Security, Public Assistance, food stamps, etc.)
- Attend to crises as they arise during non-office hours. Contact the HF Coordinator in the event of a major crisis
- Work in a small team environment that requires trust, partnership, hard work and the ability to support fellow team members

Qualifications

- Patience, creativity, flexibility, compassion, and sensitivity to all persons
- Able to exercise discretion, compassion, and empathy, and maintain confidentiality
- Minimum 2 years' experience in case management, community outreach, mental health, addictions or housing programs in a front-line capacity
- Be a Person with Lived Experience: such as (but not limited to) homelessness, trauma, drug and/or alcohol abuse, mental illness, etc.
- Exposure to or direct work history with principles of evidence-based practice, client centered, and harm reduction models, motivational interviewing
- Sound understanding of income support and related Agency/Government assistant programs in Brandon
- Able to work independently, and utilize sound judgment to perform all assigned duties with minimal supervision
- A confident self-starter, able to meet challenges, and to overcome obstacles
- Possess a valid driver's license, reliable vehicle, and willing to travel (within Brandon)
- Must pass criminal record check, child abuse registry and vulnerable peoples' check
- Basic knowledge of record keeping and Microsoft Office programs

Please send resume and cover letter, on or before Wednesday, November 25, 2020 to:

MMF Southwest Regional Office

Attention: Human Resources

RE: HF Case Manager Posting

656 – 6th Street

Brandon, MB R7A 3P1

Fax: 204-728-9085

Email: aallan@southwestmmf.ca

(Sorry no phone calls. Only those selected for an interview will be contacted)