

## Supervising Care (Case) Manager



# Homies Empowerment

### Headquarters

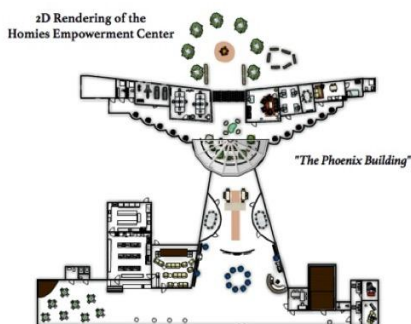
7631 MacArthur Blvd.  
Oakland, CA. 94605

### Contact Information

[www.HomiesEmpowerment.co](http://www.HomiesEmpowerment.co)

510.776.3740

[HomiesEmpowerment@gmail.com](mailto:HomiesEmpowerment@gmail.com)



Phoenix Design of the  
Homies Empowerment  
Community High School

## Summary

The Care Manager Supervisor will ensure that our community is being advocated for in various fields, receiving the necessary help to navigate resources and accomplish personal and professional goals. This position calls for someone who has previous experience in case management, supervision and leadership roles and can successfully provide care management. Due to the nature of this position we are seeking someone who has vision and is interested in helping us build out the Homies Care Center.

## Minimal Qualifications

1. 3+ years case management experience
2. Degrees reflecting that experience; MSW or social worker
3. 3+ years managerial experience overseeing a team, project and/or center.

The ideal candidate has a deep commitment to providing empowering leadership in a clear, concise, positive, inclusive and culturally sustaining way.

## Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

1. Develop and strengthen infrastructures for the growth of the Care Center.
2. Conducts intakes on individuals to determine case requirements.
3. Assess care management needs; develops, monitors, and evaluates care plans across the entire department.
4. Assess and oversee care management operating procedures.
5. Provide and develop programs for effective service.
6. Be able to create resource referrals for individuals and help them navigate said resources.

7. Exceptional organizational skills and ability to handle record keeping.
8. Work closely with Homies Empowerment team to brief and check-in and maintain accountability for all.
9. Maintain and develop relationships with funders, partners and seek support for programs.

## **Required Skills**

1. Strong communication skills.
2. Management experience.
3. Ability to approach and engage people in a caring and respectful manner.
4. Handle confidential and sensitive information.
5. Maintain well organized and detailed records; logging events and progress.
6. Research and decision making skills.
7. Integrity and honesty.

## **Position Type and Expected Hours of Work**

This is a Full-Time position: 40 hours a week. Days and hours of work are Monday-Friday but may include volunteer weekends for local community events and projects. Must be able to attend weekly Friday All-Staff meetings. The yearly salary begins at \$59,579, and ranges depending on experience. (Monthly salary range is \$4,583 to \$5,373). This position includes full healthcare benefits as well as dental and vision. 10 days of paid time off for mental health, and 6+ weeks of paid vacation days.