Bethesda Project
Senior Case Manager

Looking for the opportunity to give back, obtain a rewarding job, or help others in need. Then Bethesda Project has the right job for you! Apply today and start giving back tomorrow!

Bethesda Project is a non-profit organization that believes, as members of one family, we are all responsible for each other, our mission is to find and care for the abandoned poor and to be family for those who have none.

We are currently searching for a Full time employee for our Senior Case Manager position.

**Hours:** This is a full time position and the employee will be expected to work a flexible schedule within a 40 hour work week.

**Responsibilities:**

- Case management of residents at scattered Bethesda Project sites
- Provide an assessment of each resident’s needs and oversee the creation of an individualized care plan including each resident’s capacity to perform daily living tasks
- Assist residents to maintain important relationships and serve as an advocate with their service providers.
- Assist residents in acquiring needed entitlements.
- Assist residents during times of crisis, anxiety, apprehension or confusion, offering appropriate aid and comfort.
- Accompany residents to critical appointments.
- Encourage the residents’ personal growth.
- Coordinate the Bethesda Project housing application process
- Develop relationships with referral agencies to maintain current waiting lists for each site
- Share information about Bethesda Project’s admissions process with agencies and potential applicants.

**Skills/Education:**

- Bachelor’s Degree in Social Work or a related field required.
- 1-2 years of experience preferred in case management with a strong understanding of homelessness, drug and alcohol inpatient and outpatient programs, as well as experience working with individuals who have substance abuse and/or mental health issues.
- Computer literacy with proficiency in MS Word, Excel, Outlook