Community Action Coalition for South Central Wisconsin, Inc. (CAC), a private, non-profit agency dedicated to developing economic and social capacities of individuals, families and communities to reduce poverty in Dane, Jefferson and Waukesha Counties is accepting applications for two positions:

**Housing Caseworker (Dane County-based in Madison)**
**Caseworker (Based in Waukesha County)**

Both positions will interview and assess the strengths, needs and goals of homeless and near homeless individuals and families to provide assistance within the program’s parameters while fostering self-reliance. Other duties include to: provide intensive case management, which includes developing case plan goals; assist individuals and families to meet those goals; document contacts with participants and achievement status of goals; coordinate individual participant services with other agencies as needed; assist with housing-related skill-building by providing information on various topics; and complete data entry and generation of reports in the Division of Housing database and Wisconsin ServicePoint.

Both will have: 1) A minimum of one year of experience providing case management services to homeless households and those at risk of becoming homeless; 2) A commitment to full participation of people with disabilities in the life of the community and knowledge of the exclusion, injustice and oppression faced by people who are marginalized; 3) Knowledge of the problems caused by poverty and the resources generally available to address these needs; 4) Respect for the strengths and capacities of individuals to improve their lives; 5) Practical skills in leadership development, community organizing, advocacy, effective interviewing, listening, conflict resolution and group dynamics; 6) Effective written and oral communication skills; and 7) Possession of a valid driver’s license and insured motor vehicle. The Caseworker based in Waukesha County will be serving veterans, so individuals with experience working with veterans and veterans services are encouraged to apply for that specific position.

Both positions include a benefit package including holidays, leave time and insurance plans. Both are full time non-exempt (hourly) positions. CAC offers a casual, diverse, smoke, latex and fragrance-free work environment.

The above-listed paragraph is not meant to be all-inclusive of the duties and requirements. You may access the application materials (complete position description, the wage/benefit listing, data record and the required application form) at www.cacscw.org, call (608) 246-4730 ext 215 or stop by either 114 E. Main Street in Watertown 53094 or 1717 N. Stoughton Road, Madison, 53704-2605. Résumés alone are not accepted.

**Application materials are due Monday, October 7, 2013, by NOON at the Madison address.**