PLEASE POST – VACANCY ANNOUNCEMENT
08/08/13

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:

Housing Crisis Intake Caseworker (Pilot Project)

This Pilot Project is scheduled to end by December 31, 2014. The purpose of the project is to evaluate the efficiency of a coordinated intake process in Dane County for homeless persons and those at risk of becoming homeless. Caseworker is required to be mobile for travel to partner agencies for the provision of individual needs assessments and linkages to needed community services and supports. Caseworker will interview and assess participants' strengths, needs and goals and provide assistance within the program's parameters, while fostering self-reliance. Upon completion of the initial assessments, Caseworker will determine pre-eligibility for local housing programs and make appropriate referrals. Caseworker will assist households when applying for subsidized housing waiting lists or other mainstream benefits. Caseworker will provide short and long term case management and follow-up to the developed goals. Caseworker will complete the required data entry and submission of including the use of Wisconsin Service Point.

Case worker 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 who are experiencing 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.

Position is based in Madison and includes a benefit package including holidays, leave time and insurance plans. It is a full time non-exempt (hourly) position. CAC offers a casual, diverse, smoke-, latex- and fragrance-free work environment.

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

Application materials are due Tuesday, August 20, 2013, by NOON at the above address.