Case Management Specialist II - Residential Shelter Services
AOK - Oklahoma City, OK 1001 N. PENNSYLVANIA 73107, 1001 N. PENNSYLVANIA, Oklahoma City, Oklahoma, United States of America
Req #13539

Thursday, January 28, 2021

The Salvation Army, an internationally recognized non-profit, faith-based organization, has an opening for Case Management Specialist II, for the Central Oklahoma Area Command, Oklahoma City, OK.

Job Summary
Interviews, accepts and provides comprehensive, long-term, structured, complex, case management services for an assigned caseload of clients participating in an established life management program; understands the uniqueness of the client’s history in order to determine the most effective program plans; develops comprehensive program plans/goals and evaluates client’s progress by conducting mentoring and counseling sessions with client and/or staff; serves as an advocate for clients in order to acquire services that will enable them to functionally cope with their environment. Ensures constant compliance with funding requirements.

Knowledge, Skills and Abilities
Knowledge of the principles and practices of social service case management
Knowledge of social service resources and agencies in the community
Knowledge of effective communication and motivation practices
Knowledge and commitment to computerize Client Data Management System usage and emphasis on outcome measurement
Ability to develop program plans and goals based on client’s needs
Ability to evaluate the client’s progress toward program goals
Ability to work with the public encompassing all types of behaviors
Ability to interview clients and to obtain pertinent information
Ability to prepare and maintain accurate and complete case notes and client records
Ability to plan, organize and prioritize work in order to accomplish work in compliance with quality standards and deadlines
Ability to build and maintain effective and professional working relationships with clients and community agencies
Ability to read, write and communicate the English language
Ability to communicate clearly and effectively both orally and in writing
Ability to think clearly and quickly in order to maintain control of client caseload
Ability to effectively and efficiently work on multiple cases at the same time without becoming frustrated or disorganized

Education and Experience
Bachelor’s degree from an accredited college or university in Social Work, Behavioral Science or a related field (a Bachelor’s in Social Work is preferred), AND
three years progressively, responsible experience providing direct case management social services including accessing clients’ needs and developing individual, comprehensive, long-term action plans for recovery utilizing a wide variety of resources OR any equivalent combination of training and experience which provides the required knowledge, skills and abilities

**Certifications/Licenses**
Valid State Driver License

**Physical Requirements**
Ability to meet attendance requirements
Limited amount of physical effort required associated with walking, standing, lifting and carrying light objects (less than 25lbs.)
Duties are usually performed seated; sitting may be relieved by brief or occasional periods of standing or walking

**Statement of Purpose**
All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, or protected veteran status and will not be discriminated against on the basis of disability.
All employees recognize that The Salvation Army is a church and agree that they will do nothing as an employee of The Salvation Army to undermine its religious mission.