



AICHO

American Indian Community Housing Organization

The American Indian Community Housing Organization (AICHO) has a 40 hour/week opening for a **Case Manager**. AICHO'S vision is to strengthen our communities by centering Indigenous values in all aspects of our work. Currently, AICHO provides a domestic violence shelter, homeless outreach assistance, permanent supportive housing, and art and cultural programming at its American Indian Center. The role of the Case Manager would be to provide case management and supportive services to participants living in permanent supportive housing.

Gimaajii-Mino-Bimaadizimin Case Manager

Qualifications:

- Knowledge of American Indian Culture, specifically Ojibwe culture and traditions
- Knowledge and understanding of issues that affect Native American individuals and families
- Understand the barriers of chemical dependency, mental illness, homelessness and PTSD
- Must have a strong background working with persons with severe and persistent mental illness
- Motivated, self-directed and able to work collaboratively in a team
- Excellent communication skills, emphasis on being organized and able to make sound decisions that best meet the clients' needs, while following organizational policies and procedures
- Knowledge of tribal and local resources, referrals and services in the community
- Working knowledge of computer, office equipment and Microsoft programs
- Bachelor Degree in Social Services, Social Work, CD, Psychology, or related field, or minimum of 2 years in a related position.

Duties and Responsibilities:

- Provide supportive services and referrals for clients
- Maintain frequent contact with program participants via weekly home visits and planned group activities
- Administer intake interviews and assessment of needs with clients
- Work with clients in developing comprehensive and holistic case plans
- Maintain security and safety by following protocols and policies
- Maintain professionalism and confidentiality at all times
- Maintain accurate case notes, log report writing, referrals, filing and data collection
- Participate in groups, learning circles, healing activities and one/one with clients
- Participate in trainings, meetings, and collaborations as directed by supervisor
- Attend court hearings and social service meeting with clients in a supportive role
- Work with Property Management to ensure rules and policies are followed by clients to maintain housing and avoid evictions

The successful candidate will also participate in holding the cultural values and mission of the organization, represent AICHO in a positive and professional manner in the community, be willing to work a flexible schedule, and assume other duties as assigned by the Executive Director.

FTE position with full benefit package. Please send resume and cover letter to Michelle LeBeau at michelle.lebeau59@gmail.com.