

Old Savannah City Mission  
2414 Bull Street  
Savannah, GA 31401  
912-232-1979 – www.oscm.org

Old Savannah City Mission, Savannah's Five Star Gospel Rescue Mission, a 501 (c) non-profit and a faith-based organization has a job opening for a Case Manager.

### Job Summary

- The Case Manager will lead efforts to assist men to identify barriers and assist men/families in setting goals to achieve self-sufficiency, end homelessness, and addiction with the hopes of breaking intergenerational poverty.
- Conduct student assessment, and develop individual case plans
- Coordinate the delivery of support services for clients such as medical, legal, physical health, and mental health to remove obstacles and enhance the potential for student success.
- Ensure that students are referred to resources to obtain driver's licenses, birth certificates, identification cards, and social security cards.
- Monitors student progress towards achieving case plan goals, conduct regular case management reviews and adjust case plans as necessary.
- Have a working knowledge of community resources and maintain relationships with outside agencies which students can be referred to.
- Additional duties may include dissemination of the program manual and other support documentation, scheduling, inspecting client rooms, issuing clothing and supplies.
- Other duties may be assigned by supervisor.

### Essential Functions

- Provide a referral for rejected applicants to other more appropriate community programs or services
- Supervise student's self-administered prescriptions ensuring prescriptions are followed as prescribed.
- Attend and participate in interagency meetings and coalitions.
- Maintain records and appointments for student appointments (medical, legal/court appearances, health, spiritual growth etc.).
- Provide transportation as needed or ensure that student receives funds for the Chatham County Transit Authority.
- Help maintain a positive, pleasant and Christian atmosphere.
- Conduct weekly spiritual growth and character development class (Monday's 8 am), and other organization activities that promote a credible Christian witness and lifestyle.
- Oversee the maintenance of confidential student files.
- Assist in maintaining the safety and cleanliness of the facility.
- Provide direction in creating and implementing meaningful and productive roles in which volunteer faculty and food volunteers may serve.
- Administer observed urine collection of student and potential students upon enrollment and as needed.
- Any other job-related duties as assigned by supervisor.

## Knowledge, Skills, and Abilities

- Maintain participant and agency confidentiality.
- Ability to communicate clearly, both written and orally.
- Must agree with Old Savannah City Mission statement of Faith and mission.
- Sensitivity to cultural diversity.
- Ability to problem-solve, exercise discretion and judgement, and make independent decisions,
- Considerable ability to collaborate with other providers, provide strong leadership, and utilize creative and independent thinking.
- Knowledge of the barriers and challenges for families facing addiction, homelessness and issues associated with living at or below the poverty line,.
- Ability to build rapport with staff, students, clergy, and other stakeholders.
- Demonstrated ability to develop and implement student case plans.
- Ability to engage in work both independently and within a team.
- Ability to work in cooperation with other Mission staff.
- Concerned, caring heart for needy individuals and families, and a willingness to confront behavior consistently and respectfully.
- Ability to navigate Microsoft Office or other web-based data management systems.

## Education and Experience

- Bachelor's Degree from an accredited college or university required, with a degree in social work or other behavioral science preferred.
- 2 years of experience specific to members experiencing homelessness, addiction, and poverty.
- Proficient in Microsoft Office or other web-based data management systems
- Any equivalent combination of education, training, and experience that provides the required knowledge, skills and abilities may be considered.

## Other Qualifications

- Must possess current Georgia Driver's License or have the ability to obtain a Georgia Driver's License before hire.
- Ability to successfully pass a pre-employment drug test, criminal background check, sexual offender registry check.

## Physical Requirements and Working Conditions

- Duties are usually performed seated. Sitting may be relieved by brief or occasional periods of standing, lifting, bending, reaching and walking.

### Send Resume to:

Connell Stiles, Director of Development  
Old Savannah City Mission  
2414 Bull Street  
Savannah, GA 31401

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