

CLIENT CARE COORDINATOR-JOB LISTING

Siena House is a Tier II Family Shelter providing transitional housing for 27 women who are pregnant or with a child under the age of three. It is a not-for-profit, non-denominational organization, funded by the NYC Department of Homeless Services, sponsored by the Tolentine Zeiser Community Life Center.

Located in the South Bronx, Siena House, which opened in 1990, offers shelter to young homeless pregnant women and women with children under 3 years old. Services are provided to assist them in acquiring and maintaining permanent housing and independent living.

Siena House provides a safe, clean environment for women and their children while giving them support and guidance. The shelter also provides Case Management Services, housing placement assistance, limited on-site child care, women's health workshops and creative workshops.

Summary of the position:

The Client Care Coordinator is responsible for the overall delivery and coordination of mental health and related services for homeless families. The Client Care Coordinator will enhance existing services to include a thorough assessment of families' long term goals at intake and collaborate with the case management team to set achievable goals and establish linkages within the community to ensure the family's successful transition to independent living.

Position Available: Client Care Coordinator

Requirements: LMSW

Bi-Lingual Preferred

Qualities: Team player, Flexible, Open to New Experiences

Familiar with DHS Program-CARES a plus but not required.

Responsibilities: Complete Bio-Psycho-Social Summaries

Complete Assessments

Conduct Workshops with Residents and Staff Training as Needed.

Complete necessary documentation

Willingness to work some evenings and occasional Saturdays as needed (40 hours/week)

Provide brief, goal centered counseling as needed and make referrals when necessary.

Participate and conduct case conferences as required.

If interested please send resume to Adel O'Regan, LCSW: a.oregan@sienahouseshelter.org