



## Job Opportunity

[Case Manager]

**Division:** Seniors/NORC

**Work Schedule:** 35 hours per week, Full- time, Regular

**Exemption Status:** Non-Exempt

### Organizational Overview:

Henry Street Settlement opens doors of opportunity to enrich lives and expand human progress for Lower East Side residents and other New Yorkers through social services, arts, and health care programs. Building on its 125-year legacy of innovation and effective programming, Henry Street offers more than 50 programs and is one of New York City's largest social service agencies.

### Program Overview:

Henry Street Settlement's Naturally Occurring Retirement Community (NORC) program provides social work, nursing services and case management to residents of the Vladeck Houses who are 60 years and older. This innovative program brings services directly into the community, to enable elderly residents to age in place in the familiar surroundings of their own homes.

NORC/Vladeck Cares, a partnership between Henry Street Settlement and the New York City Housing Authority, was the first NORC in public housing when it was established in 1994, and has served as a model program emulated in other communities.

### Job Summary:

As a Case Manager within the NORC division, you will provide service support to Vladeck Houses seniors. Your support includes services such as assistance in applying for Medicaid, food stamps & SSI transportation, advocacy, entitlements, screenings, linkages to counselling services, and care coordination. This is a community-based position servicing the family of the Lower East Side.

**Qualifications:**

- B.A. or B.S.W. required
- Knowledge of Gerontology
- Knowledge of Mental Health problems among the elderly
- Knowledge of resources, benefits and entitlements
- Bi-lingual English/Spanish required
- Strong computer skills and experience with Microsoft Office programs

**Responsibilities:**

- Conduct community outreach - identify clients, promote program, inform and recruit residents
- Develop and maintain caseload
- Assess and coordinate appropriate services and benefits for clients in the Naturally Occurring Retirement Community (NORC) program
- Develop services plans
- Maintain case records, files and provide statistical reports
- Provide ongoing psychosocial support, concrete services and inform & referral
- Promote physical and mental health, self-esteem and intellectual well-being through groups and referrals
- Make home visits
- Acts as liaison with staff and director for new initiatives
- Provide ongoing benefits and entitlements staff training
- Other duties as they may relate to job description and as directed by supervisor

**Essential Physical Job Functions:**

- Walk up and down stairs to make client home visits.

**How to Apply**

Visit [www.henrystreet.org/employment](http://www.henrystreet.org/employment) and follow the applicable job posting link. Due to the high volume of applicants, only qualified candidates will be contacted.

Henry Street Settlement offers excellent benefits and is an Equal Opportunity Employer/Program