



Case Manager – Richmond

Are *YOU* ready to make a real difference in our community? The **Case Manager - Richmond** will provide direct support services to the survivors and secondary survivors of domestic and sexual violence in and around Richmond, IN. This program primarily offers mobile advocacy and support and will require travel to connect with clients.

A Better Way provides shelter and services for victims of domestic violence and sexual assault, a Rape Crisis Center, advocacy, individual trauma-informed counseling, support groups, transitional housing, rapid rehousing, a 24-hour crisis line for persons in any crisis, education and referrals, a suicide hotline, teen dating violence and domestic violence prevention programs, and a check-in call service for elderly or disabled homebound persons.

This position is full-time in Richmond, IN.

Minimum compensation is \$19.23/hour.

Duties and Responsibilities:

- Provide crisis intervention services to victims and secondary victims of domestic and sexual violence, including in person and over the phone.
- Meet clients off-site in safe locations to provide emotional support, advocacy, casework, and other supportive services.
- Transport clients for mobile advocacy, essential appointments, and intakes, as necessary.
- Perform and document client assessments and assist clients in goal setting.
- Monitor client progress and report lack of participation, progress, or concerns to supervisor(s) in a timely manner.
- Compile and complete agency statistics and assist with the completion of programmatic or statistical reporting as necessary.
- Complete thorough narratives, clerical work, and other forms of documentation relating to all client work.
- Participate in weekly agency meetings and debriefings.
- Perform light office cleaning and organization, such as sorting donations as needed.
- Attend conferences, training, and community events that are job-related at the request of the agency.
- Perform other duties as assigned.

Education and Experience:

- High school diploma or equivalent is required.
- Two years of relevant experience in human services, counseling, social work, crisis intervention, or case management, or the equivalent of college-level courses and/or an Associate's degree is required.
- Proven ability to utilize and provide emergency coping skills for yourself or others is required.
- Strong working knowledge of community resources is preferred.
- Effective verbal and written communication skills are required, as are excellent interpersonal skills.
- Must have a valid driver's license and auto insurance.
- Attention to detail and organization skills are required.
- Working knowledge of computers and systems is required, including and not limited to, Microsoft products such as Word, Excel, and Outlook (or similar product knowledge).
- High level of confidentiality and professionalism are required.
- Bilingual skills are a plus.

Full time benefits include:

- Health insurance
- Paid holidays
- PTO plan
- Automatic 6% annual contribution into a qualified retirement plan

Candidates should submit the applications to our website [HERE](#)

OR

Email resume to contact@abwservices.org. Please include "Case Manager - Richmond" in the subject line.

A Better Way is an equal opportunity employer, and all qualified applicants will receive consideration for employment. A Better Way Services, Inc. does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, age, disability, national origin, socio-economic status, religion, or any other basis prohibited by federal, state, or local laws.