

Indiana Youth Group Job Description

Indiana Youth Group Job Posting

Job Title: Center Case Manager for Young Adults

FLSA status: Salaried (Full time)

Location: Evansville Campus

Position Summary:

This position is on the case management team with young adults 18-24 years old engaged in the strengths-based case management program in the center. This position is also responsible for covering activity center hours and duties as identified below.

Responsibilities:

- Assist in the IYG strengths-based Case Management process
- Assist young adults in creating collaborative case plans
- Utilize strengths-based planning and language with clients
- Assist young adults in overcoming barriers to autonomous living
- Meet face-to-face and/or virtually with young adults, as needed
- Intervene in crisis situations as needed and ensure safety and supervision of young adults
- Participate in weekly program staff and case management team meetings
- Maintain documentation and data collection related to youth cases
- Collaborate with community partners to increase access for young adults
- Work in the Activity Center several evenings a week
- Maintain, develop, and cultivate the culture of the Activity Center as well as activities and events where IYG is present
- Assist with the day-to-day maintenance and closing of the Center
- Facilitate groups and help with organization of events
- Cultivate and maintain rapport with young adults
- Other duties as assigned

Reporting Structure: This person reports directly to the Manager of Support Advocacy

Position Requirements:

- A minimum of 2-3 years of experience working directly with youth and/or young adults
- Strong foundational knowledge of LGBTQ+ issues and terms
- A Bachelor's degree in social work, sociology, psychology, communication, education, gender studies, sexual studies, or related field
- Experience providing case management services preferred, but not required
- The ability to pass all background checks
- Evening availability 3-4 nights a week in the center
- Experience with MS Suite, such as Word, Excel, and PowerPoint
- Strong time management, organization, and communication
- Ability to interact with youth and young adults 12-24 years old and maintain a constructive and professional relationship with them.
- Must be vaccinated for Covid and have proof.