

Case Manager – Housing, Downtown View



We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status or any other characteristic protected by law. As such, Youthlink is committed to Diversity, Inclusion and Belonging. We are proud to be an Inclusive Employer Come take this journey with us!

- **Salary Range: \$23.50 – 24.00**
- Job Type: Full-time/Onsite
- Work Schedule: Typically, Monday – Friday, must have flexibility to work in the day, evening.

We offer a comprehensive benefits package with a minimal waiting period which includes, but not limited to:

- Health insurance subsidized at 85%
- Dental insurance
- 401(k) with 3% matching contributions
- Holiday program (11 + 2 floating holidays), 4 wellness holidays annually
- Generous sick and vacation time off that begins accruing immediately upon hire
- Continuing education

Who is YouthLink?

YouthLink is a recognized leader in the Twin Cities and beyond for our work to build pathways of opportunity for homeless youth and youth in crisis ages 16 – 24. Our model is based on providing support through outreach, handling basic needs, intervention, and aftercare. Our youth-focused team provides innovative, evidence-based services that guide youth on a holistic level toward futures of education, employment, health and wellness, housing stability and aftercare.

Why us?

YouthLink is Youth Focused organization where diversity and inclusion are valued and welcomed. Are you people centered, innovative, client focused, ethical, patient, dependable, confident, ambitious, and caring? Then you are a perfect fit at YouthLink. Here at YouthLink,

we believe in work/life balance and recognize how important it is to our families. We are looking for a Case Manager to join our team and help us advance our mission.

As a **Case Manager** you will provide supportive services to Downtown View Apartments, a 46-bed supportive housing facility for youth ages 18 – 24 that provides an innovative mixture of traditional single-occupant units and shared four-bedroom units. Under the supervision of the Downtown View Program Supervisor, the **Case Manager** will work both independently and in close collaboration with the property manager to manage residents' transition from homelessness into safe and stable housing. They accomplish this by building trusting relationships and focusing on residents' unique strengths and positive characteristics. The Case Manager guides residents toward personal empowerment, community connectedness, independence, and self-efficacy. **At this time YouthLink does not offer relocation or US work visa sponsorship.**

Required Education, Experience, Licensure, Certification required for entry into position:

- 2 years' work experience with at-risk, unsheltered youth, who may have some county involvement, criminal justice, probation officer, county social workers, or previously aged out of foster care.
- 2 years' experience working with homeless youth.
- 2 years' experience with community engagement.
- Valid MN State Driver's License, insurance.

Knowledge, Skills and Abilities and or Competencies needed to successfully perform the work:

- Strong commitment to Diversity, Equity, and Inclusion.
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- Comfort with Microsoft Office applications as well as exhibit an ability to learn and utilize handheld applications systems and other electronic recording systems.
- Experience and knowledge with Coordinated Entry referrals and working with similar systems and housing programs within the County.
- A high degree of professionalism and ability to work with and maintain confidential information.
- Dynamic energy, ability to multi-task and negotiate multiple demands on attention.
- Demonstrate an ability to utilize continuous improvement techniques and quality research methods to optimize overall program operation and build community relationships.

- Consistent ability to perform and contribute positively in a diverse, collaborative team environment.
- Effective written, verbal, and interpersonal communication skills.
- Able to manage time effectively and work a flexible schedule.
- Ability to work efficiently and effectively both individually and as part of a professional team.
- Demonstrated experience working with communities and youth of color.
- Accepting young adult lifestyles, behaviors, sexual orientations, cultural and spiritual practices.
- Mission-driven and able to work with a young adult on caseload to decrease life barriers.
- Able and willing to learn and incorporate agency philosophy into service delivery.
- Knowledge of HUD, CES, HMIS, and City of Minneapolis housing regulations.
- Experience with client data tracking systems, working with landlords, running rental history reports (RHR), and working to get young adults with criminal records into stable housing.

How to Apply

Please apply online at [YouthLink](#).