COASTAL HORIZONS CENTER, INC.
POSITION ANNOUNCEMENT

JOB TITLE: **Case Manager – Open House Transitional Living Program**
Full-Time and Part-Time position

DATE OF NOTICE: **October 7, 2019**

JOB DUTIES/RESPONSIBILITIES: Coastal Horizons Center has an opportunity for an Open House Transitional Living Program (OHTLP) Case Manager to serve in our office at our Wilmington, NC location. The OHTLP Case Manager will participate in the screening, admission, orientation, transition planning, and discharge process into or out of the Open House Transitional Living Program.
Some of the duties will include, but are not limited to:

- Admissions and discharges for the program
- Assists clients in access to needed community resources and (when necessary) responds to emergency client needs
- Ongoing case management: creating, updating, and monitoring progress of individualized service plans (ISP).
- Referrals for basic needs and other services that could include employment or school.
- Transport clients using company car to and from appointments, groups, or community activities.

QUALIFICATIONS:

- Graduation from a four-year college or university in human services or related field.
- Preferably two (2) years of related work experience with homeless or vulnerable youth.

OR

- An equivalent combination of education and experience.

SALARY: Commensurate with education and experience, and available medical/dental benefits, life insurance, disability insurance, paid time off programs, 401K retirement savings plan

PLEASE SEND RESUME & COVER LETTER TO: (NO PHONE CALLS PLEASE)

COASTAL HORIZONS CENTER, INC.
RAPE CRISIS CENTER
609 SHIPYARD BLVD.
WILMINGTON, NC 28412
ATTN: Human Resources

Fax: 910-790-0189
Email resume: jobs@coastalhorizons.org

An Equal Opportunity/Affirmative Action Employer
Complying with The Immigration Reform and Control Act