

Date Posted: 5/16/11

University of Houston
Graduate College of Social Work

JOB OPPORTUNITY POSTING

Job Title: Bilingual Case Manager

Employer/Agency: Catholic Charities

Job Description: The **St. Michael's Home for Children** at Catholic Charities has a rewarding opportunity for a Bilingual Case Manager at our offices in Houston, TX. The Case Manager will be responsible for developing, assessing, facilitating and monitoring all components of assigned caseloads. All duties will be performed based on administrative training and direct supervision of the Case Manager Supervisor, or designee. The Case Manager will maintain a flexible, organized and efficient work schedule and is subject to work overtime and being on-call.

Qualifications: Bachelor's degree in a social service or related field, with (1) year experience working with troubled adolescents or youth services; may include part-time, volunteer or internship experience. Minimum requirements may be substituted with a master's degree in social services or related field. Candidates must be fluent in English and Spanish and have experience working with juveniles.

Hours: Full-time

Salary: Depends On Experience

Employer/Agency: Catholic Charities

Address: 2900 Louisiana Street

City, State, Zip: Houston, TX 77006

Telephone:

Fax: 713-533-9835

Email Address: hr@catholiccharities.org

Contact Person: Human Resources

Contact Title:

Application Method: Please send resumes and salary requirements to hr@catholiccharities.org. To be considered for a position, applicants **must** reference a particular position. **Please note that unsolicited resumes will not be considered.** If applying for a position via email, please specify the position name in the subject line.

Opening Date: Immediately

If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@sw.uh.edu with the hiring details of your new job opportunity. Thank you