

Job Title	One Stop Career Center Case Manager
Employer/ Agency	Contra Costa County
Job Description	<p>The Contra Costa County Employment & Human Services Department is announcing an open examination for One Stop Career Center Case Manager positions. Assignments for these positions are located at the One Stop Career Centers in Concord, Antioch, San Pablo and Brentwood. Currently there is one vacancy.</p> <p>Individuals assigned to these positions, under supervision, will perform program eligibility determination and multi-program employment services case management in a One-Stop Career Center. Typical duties include conducting group orientations and workshops, developing client Self-Sufficiency Plans, providing individual case management and referrals to clients interested in intensive and training services, developing work Experience and On-the-Job training positions, staffing the Resource Rooms, conducting outreach, representing the center at regional EastBay WORKS meetings, and performing related work as required. The One Stop Career Center Case Managers are a critical part of a team of staff from partner agencies who are involved in workforce development within Contra Costa County.</p>
Qualifications	<p>Licensed Required: Possession of a valid California Motor Vehicle Operator's License. Out of State valid Motor Vehicle Operator's License will be accepted during the application process. Education: Completion of 60 semester units or 90 quarter units at an accredited college or university which included at least 12 semester or 18 quarter units in psychology, sociology, social welfare, or a closely related field. Experience: One year of full-time experience or its equivalent in a position with responsibility for employment program eligibility determination, preferably Workforce Investment Act or Welfare-to-Work grant programs. Substitution: Additional-qualifying experience may be substituted for the required education on a year-for-year basis up to a maximum of two years.</p>
Salary/Hours	\$49,087.32 - \$59,665.92 Annually
Employer/Agency	Contra Costa County
City, State, Zip	Contra Costa County, CA
Application Method	<p>Application Filing: Applicants are encouraged to apply on-line at Contra Costa County Department of Human Resources, or, a completed Contra Costa County application, transcripts, and Supplemental Questionnaire must be received or postmarked by the closing date/time listed above. Faxed applications WILL NOT be accepted. Resumes may not be substituted for the official County application. An application may be obtained by visiting our office at 651 Pine St., 2nd floor, Martinez, CA 94553, or the County Application can be received by visiting our website at the web link listed above. To view the knowledge, skills, and abilities associated with this position, please visit our website to see the detailed job description.</p>
Opening Date	Immediately

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