

## Full-Time Case Manager

Health Brigade, formerly Fan Free Clinic, is seeking a full time Case Manager to work in an integrated health care setting for our Ryan White Part B program (RWPB). The Case Manager is responsible for new client intakes, gathering eligibility documentation, maintaining up to date client records, data entry, and ongoing general case management for RWPB clients seeking services at Health Brigade. The ideal candidate is a bachelor's level social worker or an equivalent human services background. Knowledge of current issues affecting the HIV+ community and Ryan White Part B program guidelines are a plus.

### Education and experience:

Bachelor's level in social work or equivalent human services background. Experience working with HIV+ population a plus.

### Skills and Abilities

- Strong attention to detail
- Basic assessment skills
- Ability to work on a multidisciplinary team
- Demonstrate strong organizational skills
- Demonstrate effective oral and written communication skills
- Knowledge of community resources
- Ability to organize work, coordinate projects, set priorities, adhere to deadlines and follow-up on assignments with minimal direction
- Must have reliable personal transportation

Candidates must demonstrate oral and written communication skills. Computer skills and proficiency in Microsoft Office products are required.

Employees must be able to work collaboratively with a variety of staff within the organization. HB expects individuals to have a strong work ethic and commitment to our mission and values. Successful candidate must possess skills that support and enable sound decision making, strong personal and professional boundaries, good judgement and discretion.

### Compensation

Compensation is commensurate with background and experience.

Health Brigade is an Equal Opportunity Employer. For more information go to [www.healthbrigade.org](http://www.healthbrigade.org) To apply, email a cover letter, a resume, and three professional references by *January 25th at 5pm* to [pfoster@healthbrigade.org](mailto:pfoster@healthbrigade.org) No calls please.