



CASE MANAGER | JOB DESCRIPTION

Organization: Giving Others Dreams (G.O.D.) **Location:** South Chicago, Illinois

Program Focus: Violence Prevention, Case Management & Community Support Services

Position Summary

Giving Others Dreams seeks an experienced Case Manager to provide comprehensive services to youth, young adults, and people impacted by community violence. This role assesses needs, develops individualized service plans, coordinates referrals, monitors progress, and connects participants with resources to promote stability and self-sufficiency.

Essential Duties and Responsibilities

- Conduct intake interviews, eligibility screenings, and participant needs assessments; develop individualized case plans.
- Provide ongoing case management, participant follow-ups, goal monitoring, and supportive guidance.
- Connect participants with housing, employment, education, healthcare, behavioral health, and other community resources.
- Coordinate with street outreach, victim services, program staff, and community partners; conduct field visits as needed.
- Maintain confidential participant records, case notes, referrals, service logs, and timely data entry.
- Participate in case conferences, staff meetings, trainings, crisis response coordination, and grant reporting.

Minimum Qualifications

- High school diploma or GED required.
- At least three (3) years of professional case management experience required.
- Valid driver's license required.
- Strong communication, organization, documentation, and interpersonal skills.
- Knowledge of trauma-informed practices, community resources, and confidentiality requirements.
- Experience supporting justice-impacted individuals, at-risk youth, or communities affected by violence preferred.

Preferred Qualifications

Associate's or bachelor's degree in social work, human services, psychology, criminal justice, or a related field; experience in grant-funded community programs and electronic case management systems.

Expected Deliverables and Outcomes

Completed intakes and individualized service plans; documented participant contacts and referrals; accurate case notes and service records; weekly/monthly reporting; improved access to services, participant engagement, and progress toward individualized goals.

How to Apply

Submit your updated resume to **celiac@givingothersdreams.info**. Use **Case Manager** as the email subject line and **include your contact information** in your application. Qualified candidates may be contacted regarding next steps.