

## **Independent Living - Case Manager**

The Independent Living - Case Manager is responsible for managing their assigned caseload to ensure team members are providing the required supports. The Case Manager works collaboratively to create case plans and initiatives for those under their care.

The Case Manager reports to the Independent Living Manager.

### **The Case Manager is Responsible for:**

- Managing a caseload of individuals with a variety of needs, assessment of needs, development & implementation of support plans
- Working collaboratively with team members, families, & collaterals to help meet goals
- Effective communication with all stakeholders
- Providing leadership, training, supervision, guidance & direction for case workers & outreach support mentors
- High work standards including fast paced environment, strong attention to detail, strong time management skills, organization
- High degree of professionalism including maintaining boundaries, confidentiality, and respectful workplace.
- Administrative skills are a priority for this role. Competency with computer programs and the ability to complete administrative tasks in a timely and efficient manner are critical.
- On Call Rotation

### **Qualifications:**

- 1 – 2 years of Case Management experience or similar role preferred.
- University education in social services or equivalent
- Minimum 3-5 years Experience working with vulnerable sector in an outreach capacity.
- 1 – 2 years leadership experience
- Experience supporting individuals with a range of complex needs including but not limited to: Autism Spectrum Disorder, FASD, Mental Health challenges, problematic substance use, behavioral and sensory challenges.
- Strong relationship building skills
- Demonstrated language, writing, comprehension skills
- Strong problem-solving skills
- Proficiency in use of computer
- Safe & reliable vehicle, proof of insurance & satisfactory drivers abstracts
- Must have and maintain a Full Class 5 Manitoba Driver's License
- Current and valid CPR Certification
- Current and valid Emergency First Aid Certification
- Ability to work a flexible schedule is required.
- Ability to work collaboratively with and support other team members and partners to advance shared goals and projects, comfortable working in a context of collaborative and shared leadership.



**Compensation & Benefits:**

The Case Manager's wage starts at \$22.50 an hour.

Simaril offers a generous benefits package that includes medical, dental, vision care, pension, and paid time off.

**Hours and Working Conditions:**

This is a full-time position consisting of flexible standard hours of work centered around 9 am - 5 pm Monday to Friday. This position may be required to work some overtime hours, with paid compensation, to provide additional support outside of the standard hours of work.

This position will have a combination of working in a fast-paced office and working in the field to provide ongoing support to the outreach team and people supported.

**How to Apply:**

- All interested applicants are asked to send a cover letter, their current resume. Your cover letter should demonstrate how you feel you could be successful with this role
- All communication relating to the process, including email correspondence and telephone conversations, may be used in the assessment of qualifications.

Applications will be accepted by Fax (204) 256-5076, or email to [hr@simaril.ca](mailto:hr@simaril.ca) until the closing date of the posting.

We thank all those that apply however, we will only be contacting those that demonstrate that they meet or exceed the expectations of the role.

This competition will be closed once a suitable candidate has been secured.