Project Row Houses (PRH)
CONTRACT Licensed Behavioral Case Manager

The Licensed Behavioral Case Manager is a new, contract position at Project Row Houses, reporting to the Director of Community Enrichment Initiatives.

Key responsibilities of this position will be to provide case management for Project Row Houses’ residents, participants of the Financial Opportunity Center, and perform individual counseling for participants in these programs.

An FOC is an integrated services delivery model that focuses on improving the financial situation of low-to-moderate income families by helping people boost earnings, reduce expenses, and make appropriate financial decisions that lead to asset building. Case Management is needed to assess clients’ progress, while also providing appropriate referral services as needed.

Project Row Houses is a community platform that enriches lives through art with an emphasis on cultural identity and its impact on the urban landscape. We engage neighbors, artists, and enterprises in collective creative action to help materialize sustainable opportunities in marginalized communities.

Project Row Houses occupies a significant footprint in Houston’s Historic Third Ward, one of the city’s oldest African-American neighborhoods. The site encompasses five city blocks and houses 39 structures that serve as home base to a variety of community enrichment initiatives, art programs, and neighborhood development activities. The Project Row Houses model for art and social engagement applies not only to Houston, but also to diverse communities around the world.

SUMMARY OF POSITION:
The Behavioral Case Manager provides case management of clients participating in the Financial Opportunity Center, completing intake and progress assessments. The BCM assesses’ residents’ overall needs, provides recommendations for appropriate referral services, and assists in the creation of intake forms and process for new program participants. Develops relationships with strategic partners who can provide wraparound services to support clients’ needs.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Provides individual counseling to Project Row Houses’ residents and program participants.
- Provides general case management (i.e. evaluation of social, psychological and physical needs, and the development of a service plan) for clients.
- Provide coaching and training for residents and staff members.
- Develop & complete initial intake & assessments.
- Complete weekly & monthly progress reports of residential clients and program participants.
- Resource referral and follow up.
- Acts as a liaison between community agencies, service providers, and clients.
- Documents contact with clients, providers, and families.
Develops, implements, and monitors resident services including requirements for program participation, length of shelter stay, eligibility for assistance and referrals, long-term case management and/or employment services.

QUALIFICATIONS:
Education/Experience: Must hold a valid, unrestricted license through the Texas State Board of Examiners to counsel and evaluate. LPC, LCSW, LMFT, or LPA. Master's Degree in Social Work or Counseling. An equivalent combination of experience and education will be considered. 5-10 years’ experience in counseling, individual assessments, and case management.

Demonstrable experience working with diverse clients in a wide range of community-based settings.

- Able to assess clients’ readiness for the FOC program commitments.
- Demonstrated commitment to social change and ability to think strategically regarding issues related to shared prosperity and social justice.
- Technical capacity that includes resources, skills, experience, knowledge, and aptitude for responsibilities of the position.
- Impeccable interpersonal skills and the ability to work effectively with the full spectrum of partners and community members.
- Excellent verbal and written communication skills and the ability to work cooperatively with diverse groups. Understanding of issues related to poverty, homelessness and the governmental, educational, and social service systems.
- Strong customer service orientation.
- Sensitivity to the needs of individuals who are experiencing homelessness, are differently abled, are impacted by domestic violence, substance abuse or other barriers to employment
- Experience working with communities of color and people from different cultures other than your own.
- Demonstrated understanding of the intersection of racism and poverty.
- Strong proficiency in multiple software and database systems.
- Passion for the mission, vision, and values of Project Row Houses.

WORKING CONDITIONS (TRAVEL, HOURS, & ENVIRONMENT):

- This is a contract position; hours will range from 10-25 hours weekly.
- Some duties will be performed in a traditional office environment; duties may also be conducted in a variety of traditional and nontraditional community settings.

For confidential consideration, please submit your cover letter and resume to agunter@projectrowhouses.org. No phone calls please. Applicants whose candidacy is being considered will be contacted.

Project Row Houses (PRH) is an equal opportunity employer in all positions, programs and services without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Applications considered from October – November 2020.