Collaborating with an extensive number of funders, volunteers, and supporters, Catholic Community Services of Lane County (CCSLC) is a 70-year-old 501(c)(3) social services agency dispensing the largest volume of no-cost basic assistance—food, utilities, clothing—to individuals and families living in poverty throughout Lane County. We foster a “whatever it takes” approach with the case management and housing navigation services we provide to our unhoused neighbors. As well, our Refugee & Immigrant Services Program is rapidly growing and is the only Lane County team offering a coordinated effort of legal assistance, wrap around supportive services and employment connections to refugees and immigrants who arrive in our community. We are committed to social justice, economic opportunity, and loving support of all in need, no matter a person’s race, religious beliefs, ethnicity, age, gender identity, or sexual orientation. **Be a part of this highly rewarding work by joining our committed, dynamic team of employees and volunteers who are impacting our community every day.**

**POSITION TITLE:** Case Manager II- English & Dari/Pashto or French/Haitian/Creole or Arabic

**REPORTS TO:** Manager, Refugee & Immigrant Services Program (RISP)

**WORK LOCATION:** Springfield/Eugene, OR

**FLSA STATUS/HOURS:** Full-Time, Mon-Fri. 40 Hrs./Wk. Non-Exempt, Benefitted

**COMPENSATION:** $19.00/hour

**PRINCIPAL DUTIES AND RESPONSIBILITIES:**
- Assist clients with accessing public benefits such as housing, medical care, mental health care, utilities, legal assistance, English instruction, transportation, cultural orientation to the U.S., interpretation services, budgeting and financial literacy. Referrals to culturally specific support groups, services and networks, including religious organizations, employment skills training and other job support services.
- Develop service plans and maintain case files
- Submit required reporting and ensure program compliance with contracts

**QUALIFICATIONS, KNOWLEDGE, SKILLS & ABILITIES:**
- Bachelor’s Degree or 3 years of equivalent experience
- Minimum 2 years experience as a case manager or similar role
- Multilingual required (see above) w/excellent English written & oral communication skills
- Proficient in MS Word, Excel and Outlook, and familiar w/database software applications
- Excellent organizational and time management skills and strong interpersonal and team building skills
- Highly motivated, self-starter with the ability to multi-task and work both solo and on a team
- Must have passion and compassion for other cultures and immigrants’ journeys to the U.S. to make better futures for themselves and their families. Must have the desire and ability to learn cultural differences and nuances
- Valid ODL, reliable transportation, and automobile insurance required. Local travel may be required

**FOR CONSIDERATION:**
- Visit [www.ccslc.org/employment-opportunities](http://www.ccslc.org/employment-opportunities) for application and full job description

*Catholic Community Services of Lane County is an Equal Opportunity Employer*