

Catholic Charities of Trenton provides essential services 100,000+ NJ residents every year. Our services include basic needs like food, clothing and shelter plus specialized services such as drug treatment, mental health and legal support. We're in Mercer, Burlington, Monmouth and Ocean counties; bringing help to the areas that need it most. Our programs are designed to help people and families be self-sufficient and end the cycle of dependence. This not only improves people's lives, but strengthens our community.

Case Manager for domestic violence program

Provide direct services to victims of domestic violence including counseling, advocacy, information and referral, and follow up. Complete necessary documentation of agency and client files. Provide crisis intervention and information and referral services to battered women via our 24 hour hotline. Counsel and educate clients in the area of domestic violence.

Responsible for delivering case management/counseling services for clients and families
Designs, implements and monitors individual program plans for clients.

Assesses client needs; investigate their eligibility for services.

Counsels and aids individuals and families requiring agency assistance.

Maintains client records and completes required documentation according to agency and accreditation standards. This may include, but is not limited to data entry, progress notes, activity reports, time sheets and logs.

Coordinates client activities.

Assists clients with accessing other services (job training, counseling, housing, medical services, etc.)

Networks with other providers to generate community resources for participants.

May provide supportive counseling in individual and group settings.

May transport consumers to appointments, etc.

MINIMUM QUALIFICATIONS: 5 years of human services experience

Relevant professional credential such as CPRP, CRC, CADC,

Associates degree + 2 years experience

Bachelor's degree in human services field, rehabilitation or nursing

LICENSES/CERTIFICATIONS NEEDED valid drivers license

PROGRAM REQUIREMENTS: 40 hrs of Domestic Violence training. Bilingual strongly preferred

Please apply online at www.catholiccharitiestrenton.org