



## Job Description

<b>Job Title:</b>	Social Worker	<b>Employee Name:</b>	TBD
<b>Department:</b>	Client Services Division	<b>FLSA Status:</b>	Non-exempt
<b>Reports To (Name/Title):</b>	Client Services Director	<b>Position Type:</b>	Full-time
<b>Hours:</b>	M-F, 35 hours a week	<b>Proposed Pay:</b>	\$60,000 - \$65,000 annualized (hourly position)
<b>Location:</b>	Brooklyn	<b>Prepared By:</b>	Basya Brevda
<b>Prepared Date:</b>	12/3/25	<b>Last Updated Date:</b>	

### Position Summary:

The case manager is responsible for creating and implementing holistic treatment plans for clients in the client services division. This role involves assessing clients' needs, coordinating services, advocating for clients, and monitoring their progress with a familiarity of medical situations. The case manager works closely with captains, clients, their families, community members and other professionals to ensure comprehensive care and support.

### Duties and Responsibilities:

- Conduct a thorough assessment of clients physical, mental, emotional, social and financial needs to identify areas requiring intervention
- Develop with the captain and client, individualized treatment plans that address the client's holistic well-being.
- Collaborate with internal and external resources regarding case issues
- Advocate for clients needs and access to appropriate services
- Provide supportive counseling, reassurance, and guidance to clients throughout their crisis journey
- Coordinate client care and referrals with all relevant SBH divisions including, pantry, clinic, entitlements, career etc.
- Attend weekly individual supervision and staff meetings
- Monitor and track clients progress and all case management services provided and adjust the treatment plans as needed
- Attend allocation meetings for assigned clients
- Maintain accurate and detailed records of client assessments, treatment plans, progress notes and coordination efforts.

### Skills and Education Required:

- Exceptional therapeutic skills to allow for mental health assessment and cognitive reframing
- MSW or Master's degree in mental health related field preferred
- Minimum of 3 years experience in social service case management and/or mental health work preferred
- Excellent organizational and written/oral communications skills
- Proficiency in Microsoft Office, Microsoft Excel and Google apps
- Ability to learn and utilize existing data tracking systems
- Familiarity with the Orthodox Jewish population

### Special Requirements:

- Ability to travel to client's homes

Director Signature:

Employee Signature:

HR Signature:

To Apply email [hr@sbhonline.org](mailto:hr@sbhonline.org)