

## ***Family Self-Sufficiency Case Manager***

### ***The Opportunity:***

This is an exciting opportunity to join a growing, award-winning company that is at the forefront of the affordable and sustainable housing community on Long Island. Ideal candidates are committed to the mission of CDCLI and to supporting individual and community growth and opportunity.

The Family Self Sufficiency (FSS) Case Manager will be responsible for cultivating, growing, and managing a caseload of FSS program participants in Nassau and Suffolk counties.

FSS is a voluntary Housing and Urban Development (HUD) program designed to enable financially-constrained households: families, seniors, persons with a disability, and veterans to receive a rental subsidy through the Housing Choice Voucher (Section 8) program to increase their earned income and reduce their need for cash assistance.

FSS offers participants possible cash savings based on increases in household earned income. Through long-term, individualized case management, CDCLI's FSS Program connects participants to educational, job training, and workforce access resource links them to community services and financial coaching.

CDCLI's FSS program follows programmatic regulations outlined by New York State Homes and Community Renewal's statewide FSS Action plan.

### ***Responsibilities:***

- Conduct comprehensive assessments of FSS participant needs and strengths
- Develop and implement individualized case management service plans to achieve anticipated measurable results
- Monitor and evaluate FSS participants progress towards their goals through regular client contacts
- Respond to inquiries from, and conduct informational meetings for prospective FSS participants
- Curate updated referral resources for community-based supportive services
- Contribute to the preparation and production of the quarterly FSS Newsletter
- Complete all case management administrative requirements
- Other responsibilities as required



**APPLY HERE**



### **Qualifications:**

- Commitment CDCLI's Mission
- Bachelor's degree in a social services field, or equivalent professional experience
- A minimum of three (3) years of experience in a human/health services environment
- Strong organization, verbal and written communication, project management, and interpersonal skills
- Bilingual in English/Spanish

### **Preferred**

- Master's degree in a human, health, or public administrative field
- Experience working with diverse and/or economically constrained program participants, and with culturally attuned, trauma-informed service provision
- Proficiency with current office technology and software applications

*"CDCLI is proud to be an equal opportunity organization. We celebrate it, we support it, and we thrive on it for the benefit of our employees, our consumers, and our community."*





**APPLY HERE**



### **What We Offer:**

CDCLI is proudly offers the following benefits:

- Hybrid, in-person, and remote work environments
- Generous vacation, personal and sick time
- 12 Paid Holidays
- Paid Family Leave Policy
- Pension Plan
- 403(b) with employer contributions
- Medical, Dental and Vision insurance
- Short and Long-Term Disability
- Flexible Spending Accounts (FSAs)
- Employee Assistance Program

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