

HOME-BASED CASE MANAGER – ADULT

Employment Type: Independent Contractor | Flexible Schedule– evenings and weekends may be required to meet family needs.

Position Summary:

The **Home-Based Case Manager** provides direct in-home services to families involved with DCS or Probation, including pre- and post-adoptive families. The goal is to support safe family functioning, reduce child maltreatment, and prevent unnecessary placement or re-entry into foster care. Services may include supervised visitation, case planning, parenting education, and more, designed to meet the specific goals of each family as outlined by DCS or Probation.

Key Responsibilities:

- Conduct **home visits** and participate in DCS case planning activities
 - Facilitate and document **supervised visitation** sessions per DCS standards
 - Coordinate services and provide crisis intervention and conflict resolution
 - Deliver **parent education** using approved evidence-based or promising practices
 - Provide **domestic violence and child development education**
 - Participate in **Child and Family Team Meetings** to align with service goals
 - Assist families in goal setting, time management, behavior modification, and communication
 - Support family reunification, preservation, and post-adoption stability
 - Offer **RAD (Reactive Attachment Disorder) support** when appropriate
 - Facilitate transportation for goal-directed, case-approved appointments
 - Provide advocacy, referrals, and linkage to community resources
 - Track and monitor parenting progress, ensuring documentation via Monthly Progress Reports and Visitation Reports
 - Teach **life skills**, including budgeting, meal planning, and money management
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Qualifications:

- **High School Diploma, GED, or Associate Degree**, *with at least 4 years of full-time experience* providing direct casework services to children and families, including support for families in need of protection and care of their children
 - Bachelor's degree in Social Work, Psychology, Human Services, or related field
 - At least one year of experience working with families or youth in child welfare, juvenile justice, or related settings
 - Strong communication, organizational, and time-management skills
 - Ability to work independently, manage a flexible caseload, and meet documentation deadlines
 - Familiarity with trauma-informed, strengths-based, and culturally responsive practice
 - Valid driver's license, reliable vehicle, and willingness to travel to client homes
 - Must pass state-required background checks and DCS approval process
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Preferred Qualifications:

- Experience with DCS, Probation, or court-involved youth and families
 - Familiarity with evidence-based parenting curricula or case management tools
 - Bilingual (Spanish/English) candidates encouraged to apply
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