



## Case Manager for Family Caregivers

Family Service of Lake County is seeking to hire a part-time case manager who is enthusiastic and creative to provide case-management services to family caregivers, allowing an opportunity to truly make a positive difference in the lives of clients. We are in search of a dedicated, ethical, and compassionate professional to provide the highest quality service to Lake County residents in our Highland Park office. Our organization is known for its high standard of care and the accessibility of its services. **During this time of the COVID-19 Pandemic, services are being provided remotely.**

### Position Responsibilities:

- Assist Caregiver Resource Center (CRC) Manager in providing grant-based respite, gap-filling and other support services to family caregivers
- Complete psychosocial assessments with family caregivers
- Develop care plans based on assessments and conduct follow-up assessments
- Participate in development and implementation of community education, including choosing topics, securing speakers, scheduling education events and facilitating presentations
- Tracking of invoices from caregiver agencies
- Attend internal and external meetings as needed
- Potential to increase to full-time in the future
- Other responsibilities as needed

### Job Qualifications Required:

- Minimum of bachelor's degree in social science discipline
- Ability to develop relationships with family caregivers in order to provide resources
- Empathic and caring approach to meeting needs of family caregivers
- Willingness to conduct home visits as necessary (upon return to in-person services)
- Attention to detail in tracking and gathering statistics

### Benefits Include:

- Opportunity to work collaboratively with experienced, supportive colleagues
- Salary dependent on experience and credentials
- 401K Plan
- Flexible schedule, no weekends
- Any work-related travel reimbursed at Federal mileage rate

### To Apply:

Please submit a cover letter and resume to Stephanie Loda, Senior and Caregiver Program Coordinator, at [HR@famservice.org](mailto:HR@famservice.org). No phone calls please.

*Revised: April 2021*