



Administrative Offices

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*We are God's hands providing housing, health and hope to His children.*

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## EMPLOYMENT NOTICE

March 1, 2024

### Please Post

**POSITION TITLE:** Outreach Case Manager – Berrien and Cass Counties

**POSITION DESCRIPTION:** Provide case management to youth and families, and youth in transitional living using a positive youth development approach, and empowering youth to reach their goals. Collaborate with community agencies and schools to provide the outreach services needed and to assist with maintaining school and inter-agency drop ins. Outreach is provided to youth and families in Berrien and Cass Counties. Promote the agency's mission and positive working relationships among other employees.

**MINIMUM REQUIREMENTS:**

- Bachelor's Degree with a major in criminal justice, sociology, psychology, social work, or guidance and counseling.
- Valid Driver's License with less than 6 points and proof of current automobile insurance.
- Must reside in Berrien County, preferably in the Benton Harbor community.

**OTHER:** Experience in a child welfare setting preferred.

**HOURS:** 40 hours/week, including some evening hours and weekends

**STATUS:** Hourly, non-exempt, benefit eligible

**SALARY:** \$21-\$23/hour, \$1,680 - \$1,840/bi-weekly, depending on education and experience

**TO APPLY:** Send resume and cover letter to:

[Catholic Charities Diocese of Kalamazoo Careers & Employment - Working at Catholic Charities Diocese of Kalamazoo | Indeed.com](#)

or visit our website:

[www.ccdok.org](http://www.ccdok.org)

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Youth and Families