



EMPLOYMENT OPPORTUNITY

Title: Senior Case Manager

Posting Number 0076

Program: Case Management/Willis, Texas

Beginning Salary: \$13.00

Travel Required: 50%

Duties: The position of Senior Case Manager is responsible for transitioning clients out of poverty and managing the expenditures of the Comprehensive Energy Assistance Program and CSBG funds funded by the Texas Department of Housing and Community Affairs. This position will also be responsible for all monthly reports required by the program funding source.

Education & Work Experience

Required: Bachelor's Degree and 5 yrs. responsible experience (experience may be substituted for degree). Must have ability to multi-task and work cooperatively with others; ability to work with people of many cultural backgrounds; and ability to travel to 12 county service areas.

Certifications/Licenses

Required: Valid driver's license, acceptable driving record and clean background check

Preferred: Bilingual (English/Spanish)

BVCAP offers a well-rounded benefit package to all full-time regular employees who work 30+ hours a week. Eligibility may vary for specific programs based on your employment status.

- **Paid Time Off (PTO)**
- **Company Paid Holidays**
- **Company Paid Short Term and Long Term Disability**
- **Company Paid Life Insurance and AD&D**
- **PPO Medical Plan:** *We offer employees options when it comes to choosing a PPO medical plan that is right for them.*
- **Dental Plan**
- **Vision Plan**
- **Supplemental Insurance Coverage: Cancer, Critical Illness, Hospital Confinement & Accident**
- **403B Retirement Plan**

EEOE/ADA