



JOB OPPORTUNITY

Fresno American Indian Health Project seeks a qualified, committed, and experienced case manager for the following position:

Housing Case Manager

Department: Native Wellness Services
Reports to: Supportive Services Manager
Supervises: N/A
Travel Required: Occasional
Starting Salary: \$23.00 - \$33.05 Hourly
Type: Full-time, Non-exempt

Position Summary:

The Housing Case Manager will be responsible for providing comprehensive case management services to Native American/Alaskan communities and individuals experiencing homelessness or housing instability. This role is part of a multi-disciplinary care team that conducts crisis assessments, develops individualized service plans, coordinates resources, and advocates for clients to access housing, healthcare, employment, and other essential support services. The Housing Case Manager will work closely with community partners, tribal organizations, and government agencies to address the unique needs and challenges faced by Native American/Alaskan populations experiencing homelessness.

Essential Duties, Functions & Responsibilities

- Conducts one-on-one intakes to assess client needs and assists clients with navigating and accessing services needed as part of their stabilization plan.
- Attends community meetings and outreach events to raise awareness of reducing homelessness.
- Provides one-on-one education through supportive services involving case management.
- Assists in establishing collaborative relationships with existing local social security administration systems and community resources.
- Identifies needed resources for individuals and families, provides direct linkages to those programs, assisting the clients with navigating the services if needed.
- Responsible for organizing documentation and assisting in applying for emergency housing programs.
- Completes monthly and annual reporting for grant requirements and FAIHP requirements
- Maintains appropriate case notes and enters client encounter data into an electronic database to assist with reporting requirements and tracking client outcomes.
- Schedule transportation for clients to meet with assigned case managers and other FAIHP services identified on their support service action plans.
- Provides in-home, field-based case management and/or outreach, and office-based services for clients with various psychological, emotional, and behavioral problems.
- Participates in agency-wide collaborations and meetings to learn new strategies to address homelessness in tribal communities.
- Supports FAIHP events by participating in various tasks.

MINIMUM REQUIREMENTS

EDUCATION:

- Required: Associates in a related field, preferred or pursuing a Bachelor's in a related field.

EXPERIENCE:

- Required 1-2 years of experience in a related field.
- Experience engaging community members, specifically in the American Indian/Alaska Native Community.

Posting Date: 02/03/2026

Closing Date- Open until filled



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LICENSE/CERTIFICATIONS:

- Required active CA driver's license.
- Required BLS/CPR Certificate

SKILLS:

- Knowledge of the Social Security Administration system and local community resources
- Intermediate to advanced computer skills, using MS Office suite (Word, Excel, Outlook, PowerPoint)
- Strong written and verbal communication skills.
- Problem-solving skills and resourceful thinking.
- Strong empathy and interpersonal skills.
- Detail-oriented and excellent organizational skills.

A clear background check, drug screen, and a negative TB test are required for employment.

FAIHP offers a robust benefits package that includes:

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|--------------------|---------------------|--------------------|
| • Health Insurance | • Life Insurance | • Sick |
| • Dental Insurance | • 403(b) retirement | • 16 paid holidays |
| • Vision | • Vacation | per year |

Submit your Resume to jobs@faihp.org or complete a FAIHP Employment Application by visiting our website at www.faihp.org