

GREAT DAY INC.

NOW HIRING: CASE MANAGER

Spring, Texas | Full-Time

Salary: \$30,000-\$45,000 annually, based on experience

POSITION SUMMARY

Great Day Inc. is seeking a dependable, organized, and compassionate Case Manager to join our residential child-care team in Spring, Texas. The Case Manager will coordinate services for children in care, maintain required documentation, communicate with placing agencies and families, and work closely with the treatment team to ensure each child's needs and service goals are addressed.

KEY RESPONSIBILITIES

- Develop, review, and update children's service plans.
- Maintain accurate and timely case documentation and progress notes.
- Coordinate treatment-team meetings and other case-related meetings.
- Communicate with DFPS caseworkers, placing agencies, families, therapists, schools, and other professionals.
- Monitor each child's progress, appointments, education, treatment needs, and discharge planning.
- Participate in admissions, transitions, and discharge planning.
- Ensure case records comply with Texas HHSC Minimum Standards, DFPS requirements, and agency policies.
- Support documentation and service coordination related to YFT requirements and processes.

QUALIFICATIONS

- Experience working in residential child care, child welfare, behavioral health, or a related setting.
- DFPS experience strongly preferred.
- YFT experience strongly preferred.
- Experience working with children requiring higher levels of care preferred.
- Strong written and verbal communication skills.
- Excellent organizational, documentation, and case-management skills.
- Ability to work effectively with children, families, staff, DFPS representatives, placing agencies, and community professionals.
- Must successfully complete all required background checks and training.

IDEAL CANDIDATE

We are looking for an organized, professional, and caring individual who understands DFPS expectations, YFT processes, residential documentation, and treatment-team coordination and can effectively advocate for children while managing multiple responsibilities.

APPLY TODAY

Forward your résumé to: newday360@aol.com

Subject Line: Case Manager Position - Great Day Inc.

Great Day Inc. is an Equal Opportunity Employer.