



## POSITION ANNOUNCEMENT

Date of Notice: May 22, 2025  
Name of Position: OVC Housing Case Manager  
Respond to: Pathfinders  
4200 N Holton Street, Suite 400  
Milwaukee, WI 53212

Closing Date: When filled  
Status: Full-time/Non-exempt  
Contact: hr@pathfindersmke.org

### Job Purpose and Reporting Structure:

Under the direction of the Director of Supported Housing, the OVC Housing Case Manager provides assistance to young adults aged 18-25 who have experienced sex trafficking by providing individual housing assistance, basic needs resources, case management services, and access to specialized resources provided by various internal and external collaborative partners.

### Essential Duties and Responsibilities:

- Assess housing barriers for survivors of sex trafficking who are experiencing homelessness to determine housing and service needs
- Work cooperatively and effectively with Pathfinders' New Paths sex trafficking advocate team, Drop-In Center team and *Street Beat* youth street outreach specialists in order to coordinate services and maximize youth access to necessary resources and assistance
- Provide intensive and ongoing case management services geared toward helping youth survivors of sex trafficking to exit the streets into safe and secure transitional housing. Identify survivor strengths and barriers to stability, and linking participants to resources and services
- Assist survivors in the development of a strength-based, solution-focused individualized goal and action plan that promotes stable housing and self-sufficiency; develop an effective, timely referral network with victim service agencies in order to ensure ongoing direction and support as needed
- Conduct regular home visits to ensure stability and further progress towards self-sufficiency
- Serve as an ongoing liaison between participants and housing service providers, including the Pathfinders housing specialists
- Provide emotional support (and at times, physical support) to clients moving in to and out of apartments
- Increase survivors' access to specialized resources available through the Pathfinders New Paths advocates, Drop-In Center staff, and victim services providers within the Greater Milwaukee area
- Work effectively with the program's collaborative partners to ensure successful service access
- Participate in regular consultation with the Pathfinders' New Paths sex trafficking program staff
- Maintain client records and complete necessary reports of activities, inputs, outputs, and outcomes
- Participate in all program and agency meetings, trainings, and development opportunities
- Attend specialized sex trafficking trainings including Pathfinders workshops on supporting survivors, local advocacy trainings, and regional sex trafficking conferences
- Other duties may be assigned

### Qualification/Requirements:

- Education generally equivalent to a Bachelor's degree in the human services field is preferred; State licensing is preferred. Requires knowledge and belief in "Housing First" philosophy and strategies
- Experience working with a diverse population of adolescents and young adults within a nonprofit setting is also required
- Must have excellent communication and interpersonal skills, and be able to maintain privileged client information
- Proficient in *Microsoft Word, Excel, and Outlook* computer programs is required
- Must be willing to work a flexible schedule of morning, afternoon and evening hours as program operation dictated
- Must be able to work both independently and as part of a team within the parameters of the program, and to work in a changing environment where there is frequent exposure to stressful/crisis situations
- Must have a valid WI driver's license, reliable vehicle, and proof of auto insurance

### Additional information

Starting salary range \$38,700. Excellent benefits package includes health/dental, short- and long-term disability insurance, life insurance, and generous paid time off plan. This position is union eligible and a great opportunity to join a caring and committed team of professionals.

### Response

Send a letter of interest and, if possible a current resume, via mail or email to the address noted above. Applications can be downloaded and agency information obtained at [www.pathfindersmke.org](http://www.pathfindersmke.org).

**An Equal Opportunity Organization** - Pathfinders is deeply committed to diversity in all that we do. We welcome applications from all individuals including those who mirror the diversity of our youth and the community we serve.