

#25-104 Case Manager ***HARP/SSVF, Full Time, Hilo***

The Case Manager provides para-professional counseling and case management services to eligible veterans and their families who are experiencing or at risk of homelessness. This role conducts comprehensive assessments, develops individualized service plans, and connects clients to housing, healthcare, and supportive services. The Case Manager maintains accurate documentation in systems such as HMIS/Clarity, Smartsheet, and SharePoint, and serves as a liaison with landlords to secure permanent housing. Regular fieldwork is required, including home visits and outreach to shelters, referral sources, and vendor sites. The Case Manager must demonstrate an active commitment to Catholic Charities Mission and strive to incorporate the four Core Values in all aspects of daily work.

EDUCATIONAL & WORK REQUIREMENTS: : Must have a Bachelor's degree in human services, social services or related field plus a minimum of three (3) years experience working with the assigned population. Bachelor's Degree may be substituted with (4) additional years' experience working with the assigned population. Must be eligible for unaccompanied access to Department of Defense installations, such as Joint Base Pearl Harbor-Hickam, Schofield Barracks, Tripler Army Medical Center, and other facilities in the State of Hawai'i.

EMPLOYMENT CLEARANCE REQUIREMENTS: Hawaii State Criminal Check, Driver's License, Access to Vehicle with Current Valid Registration, Safety Check, and No-Fault Insurance, Education Verification.

COMPENSATION: \$53,290.13 - \$60,988.25

DEADLINE TO APPLY: May 15, 2026

*Catholic Charities is an Equal Employment Opportunity Employer
For more information about this and other positions, check out our website at
<https://www.catholiccharitieshawaii.org/careers/7>*