



ABOUT CATHOLIC CHARITIES

THE RIGHT CALL FOR
ALL IN NEED

MISSION

Catholic Charities calls the community to action to join us in addressing the root causes of poverty, hunger, and homelessness by serving, educating, and empowering all those in need.

VISION

Catholic Charities will be recognized as an effective leader serving the most vulnerable in our communities on their journey toward hope, independence and a better life.

OUR VALUES

Service – giving of ourselves and welcoming all

Compassion – treating all with empathy, care and consideration
Integrity – doing what is just, honest, and merciful

Respect – acknowledging the dignity and worth of every person

Commitment – giving attention, energy, and passion to all we do

CCD IS NOW HIRING TEMPORARY DISASTER CASE MANAGERS

Temporary Case Manager – Dallas, TX

Catholic Charities Dallas is looking for Temporary Case Managers to join our team. You will be part of the Disaster Preparedness & Relief Services program.

JOB DESCRIPTION

You will process city disaster fund request and submit payments for people impacted by COVID-19.

QUALIFICATIONS

- College degree preferred
- High degree of confidentiality
- Excellent interpersonal and communication skills; verbal and written communication skills
- Computer literate and experience with MS Office suite of products
- Strong organizational and time management skills required
- Strong organizational skills required

This is a temporary full-time, non-exempt position with a hourly rate of \$15.00

TO APPLY:

For consideration, all applicants must apply and submit an application, background release form and a drug free workplace acknowledgement. Submit completed documents to peopleteam@ccdallas.org by June 29, 2020. (the earlier the better)

Onsite interviews will be held on June 30 and selected candidates will begin training and work on this day.

For more information about this position and Catholic Charities Dallas, please visit our website at ccdallas.org