



Building Healthier
Communities

2031C Hospital Drive
Sedro Woolley, WA 98284

CASE MANAGER

Pay Grade: \$28.00 – \$38.00 per hour (DOE)

FTE 1.00 (40 hours per week)

Reports to: Program Supervisor

Exempt Classification: Non-Exempt

Posted: 03/19/2026

Posting Closes: Open until filled

Are you looking for a role that makes a difference in the community? We currently have an opportunity for a Case Manager to come help our Strong Skagit Fathers FORGE Fatherhood Project (CFDA 93.086) grow.

United General District 304 is committed to improving the health and quality of life for the residents of the communities we serve. We focus our work along six pillars of wellbeing: Active Living, Community Professional Education, Engaged Youth & Communities, Healthy Eating, Thriving Children & Families, and Stewarding Assets and Opportunities. Our programs, staff, and volunteers seek to uphold our core values of compassion, collaboration, innovation, equity, and excellence. Learn more about how we are building healthier communities at www.UnitedGeneral.org.

Job Overview:

The Case Manager provides individualized support to fathers enrolled in the Skagit Fatherhood program, including conducting needs assessments, goal setting, economic stability coaching, and connecting participants to community resources. The Case Manager also supports community outreach and engagement to strengthen the inclusion of fathers in the community. This is a grant funded position.

Responsibilities and Duties:

- Conduct participant orientation, intake interviews and assessments, and develop Individualized Development Plans (IDPs).
- Provide resource navigation for housing, legal aid, career development, and other supports.
- Maintain partnerships and referral pipelines with community organizations.
- Deliver career coaching and referrals to WorkSource and other job development resources.
- Maintain detailed case notes and track progress toward employment and family goals.
- Participate in program activities and events to provide outreach and education.
- Support evaluation by helping track contact hours, IDP goal progress, and participant feedback.
- Participate in alumni follow-up through MENtor engagement and targeted outreach to track outcomes.
- Other duties that help drive our mission and abide by our organization's core values.

Qualifications:

- Bachelor's degree in social work, human services, or related field.
- Experience with case management or family navigation.
- Understands trauma-informed methods and takes a strengths-based approach.
- Knowledge of a wide variety of economic stability services, programs, opportunities, and topics.
- Able to present information to individuals and groups.
- Washington State Patrol Criminal Background Screening (or similar agency) is required (*prior criminal history does not necessarily preclude employment*).
- Proficiency in both English and Spanish is an asset for this role.

Work Conditions:

- General office environment and community functions.
- Requires occasional weekend and evening hours.
- Program training and out-of-state travel for annual meeting required.

Required Physical Abilities:

- Must be able to bend, stoop, reach, stand, and/or move from one area of the building to another on a regular basis.
- Physical dexterity needed to operate a computer keyboard and handle paper documents.
- May be required to lift up to 25 pounds on occasion.

We offer competitive compensation and benefits which include medical, dental and vision insurance, generous PTO accrual, sick leave, Voya deferred compensation/pension plans, life insurance, long term disability, short term disability, employee assistance program and free membership to our fitness center.

TO APPLY:

Apply via our posting on www.Indeed.com and please include a cover letter with your resume.

For questions, contact hr@unitedgeneral.org. We look forward to hearing from you!

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this position. They are not intended to be an exhaustive list of all associated responsibilities, skills, efforts, or working conditions. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. United General District 304, reserves the right to change, amend, add, delete, and otherwise assign any and all duties, responsibilities, and position titles as it deems necessary to meet the needs of the business.