

Welfare Case Manager/Blair and Cambria Counties. Southern Alleghenies Planning & Development Commission (SAP&DC) seeks candidates for the position of Welfare Case Manager. This position is responsible for the provision of case management services for all Welfare Programs administered by the Commission. The Case Manager conducts orientations with all new program enrollees, develops service plans for each participant, develops and maintains client case files for all assigned clients, contacts/monitors clients and provides counseling/support/motivation, arranges and manages client activities and services, coordinates DST meetings and reviews client attendance. Must possess the ability to manage multiple projects/tasks, utilize creativity, adapt to a constantly changing work environment, maintain a high level of record keeping with close attention to detail, work under high pressure, meet frequent deadlines and able to communicate empathetically with program participants while also enforcing program regulations.

Starting salary of \$35,000/year with excellent fringe package. Work week is M-F, 8 AM – 4 PM with hybrid/remote options. This position will work between the Blair County and Cambria County offices. Reply with resume and three professional references to: SAP&DC, Attn: Renee Best, 3 Sheraton Drive, Altoona, PA 16601 or via email at [rbest@sapdc.org](mailto:rbest@sapdc.org) no later than 4:00 PM on Friday, May 16, 2025. Replies kept in strictest confidence. EOE.