

Jewish Family Service of Greater New Orleans
3300 W. Esplanade Ave. S. Suite 603
Metairie, LA 70002

JOB ANNOUNCEMENT

POSITION: Bilingual (English/Spanish) Case Manager, Post Release Services for Unaccompanied Minors

SALARY: Commensurate with experience. Excellent benefits package.

STATUS: Exempt, Full Time Temporary

TRAVEL: Local and overnight travel required

Jewish Family Service (JFS) a non-profit social service agency dedicated to preserving, strengthening, and enhancing the wellbeing and self-sufficiency of individuals and families at every stage of the life cycle, seeks a bilingual (Spanish) Case Manager to provide post release, follow up services to Unaccompanied Minors.

DUTIES AND RESPONSIBILITIES:

The position of Case Manager is responsible for providing culturally and linguistically appropriate follow-up services and comprehensive case management for UAC. The Case Manager will be responsible for conducting calls, interviews, and home visits with UAC; developing individual case plans with particular attention to culture, language, and special circumstances; and maintaining case files. The Case Manager will provide information, education, referrals, outreach, advocacy, and support to ensure that each child receives the services they require. The case manager will assess the safety and appropriateness of the placement on an ongoing basis using child welfare principles and social work best practices. The Case Manager will also build a network of local pro bono legal resources/services and care providers to establish services for UAC, facilitate access/remove barriers to those services, and track individual progress via an online database. Additionally, the Case Manager will be responsible for submitting written reports as required, coordinating/maintaining communication with key stakeholders, and participating in regular training and communication sessions with headquarters staff.

REQUIREMENTS:

Bachelor's degree in social work (BSW) or equivalent degree in education, psychology, sociology, or other behavioral science equivalent. Master's degree (MA or MSW) preferred. A minimum of two years' experience in case management, preferably working with, serving, and advocating on behalf of immigrant and refugee children. Experience in child welfare, child placements, and family preservation. Must possess an extensive knowledge of immigrant community local resources. Excellent organizational, verbal, written, and interpersonal communication skills. Ability to prioritize duties in a fast-paced environment. Must have a valid driver's license, insurance, a clean driving record, and personal transportation. Some overnight travel is required. Fluency reading and speaking Spanish required. Candidate must have dedication to the human rights of refugees, immigrants, asylum seekers and displaced people.

Please submit cover letter, resume and 3 references to jobs1@jfsneworleans.org.