

<b>Job Title</b>	Social Services Coordinator
<b>Employer/ Agency</b>	Kids In Need of Defense (Houston)
<b>Job Description</b>	<p>Kids in Need of Defense (KIND) is an innovative partnership among the Microsoft Corporation, Angelina Jolie and other interested philanthropists, law firms and corporate supporters. KIND is dedicated to providing direct and pro bono representation as well as positive systemic changes in both law and policy to benefit unaccompanied immigrant and refugee children. Launched in fall 2008, KIND is headquartered in Washington, DC and has field offices across the US.</p> <ol style="list-style-type: none"><li>1. Assist KIND Legal staff in providing referrals for services to stabilize children to assist in obtaining favorable legal outcomes;</li><li>2. Assist KIND Legal staff in working with families in crisis and transition;</li><li>3. Work with other KIND Social Services Coordinators in other field offices to develop and strengthen ongoing best practices and protocols, as well as help train all KIND staff and pro bono attorneys on social services issues, particularly in relation to trauma and its impact on our clients,</li><li>4. Develop and maintain a knowledge base of social services available to clients in assigned work areas;</li><li>5. Establish working relationships and partnerships with local service providers and administrators in each service area to enhance the referral process;</li><li>6. Conduct assessments of referred clients, including the larger context in which the child is living, identifying needs, barriers and safety concerns;</li><li>7. Provide and complete referrals to services, assist families in completing intake requirements for these services and follow up as necessary; and</li><li>8. Develop a comprehensive service plan in conjunction with the child, his/her family, and his/her attorney, when appropriate,</li></ol>

	<p>and maintain documentation regarding attempts to access services, and service delivery;</p> <p>9. Oversee the relationship with the University of Houston, Graduate School of Social Work and provide ongoing supervision to masters level interns; and</p> <p>10. In collaboration with other KIND social service coordinators, identify best practices regarding social service delivery model for released unaccompanied children and inform KIND national of local trends and issues.</p>
<b>Qualifications</b>	<ol style="list-style-type: none"> <li>1. Fluency in English and Spanish, spoken and written, required;</li> <li>2. Licensed Clinical Social Worker (LCSW), required;</li> <li>3. Two to three years of experience working with children, preferably immigrant and refugee children, or experience working with survivors of abuse, human trafficking, or other trauma;</li> <li>4. Ability to work collaboratively, and preferably, prior experience working with attorneys, law firms, or other legal service providers;</li> <li>5. A strong record of trauma-informed and cross-cultural care practices;</li> <li>6. Experience working with a diverse team of social service providers and advocating on behalf of clients;</li> <li>7. Self-starter who will be able to create a network of resources and contacts within a large metropolitan area.</li> </ol>
<b>Salary/Hours</b>	Salary commensurate with experience/ Full Time
<b>Employer/Agency</b>	Kids In Need of Defense
<b>Address</b>	1303 San Jacinto Street, 9 <sup>th</sup> Floor
<b>City, State, Zip</b>	Houston, TX 77002
<b>Contact Person</b>	Liz Shields



<b>Contact Title</b>	Supervising Attorney of Pro Bono Programs
<b>Telephone Number</b>	No telephone inquiries please
<b>Fax Number</b>	281-940-2098
<b>Email Address</b>	<a href="mailto:jobs@supportkind.org">jobs@supportkind.org</a>
<b>Application Method</b>	<p>Applications, including a cover letter, resume, salary range requirements, writing sample and three references, should be sent to: <a href="mailto:jobs@supportkind.org">jobs@supportkind.org</a> with “<b>Social Services Coordinator – Houston</b>” in the subject line.</p> <p>Applications that do not contain all of the above-listed required materials will not be considered.</p> <p><b>Deadline: December 2, 2016.</b> Applications should be submitted as soon as possible, and not later than the posted deadline. Applications will be considered on a rolling basis until the position is filled, and applicants selected for interviews will be duly notified. Please no inquiries or phone calls.</p> <p>KIND is an EOE committed to inclusive hiring and dedicated to diversity in both its staff and work.</p> <p>The selected applicant will be asked to undergo a background check before acceptance of the final offer.</p>
<b>Opening Date</b>	Currently open

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at [majobs@central.uh.edu](mailto:majobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.

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GRADUATE COLLEGE of SOCIAL WORK