

<b>Job Title</b>	Social Worker – Child/Family Refugee Representation Job ID 820618
<b>Employer/ Agency</b>	Human Rights First (Houston office)
<b>Job Description</b>	<p>As part of our long-term commitment to human rights and legal representation, Human Rights First is currently expanding its pro bono legal representation work to respond to the increased numbers of unaccompanied children and children with families crossing the U.S.-Mexico border. Many of these children have viable refugee claims and/or are eligible for other types of protection-based immigration status. As part of this work, we are seeking a <b>Social Worker</b> for our Houston, TX office. This position is for a minimum 12-month period, with a possible extension pending additional funding.</p> <p>The <b>Social Worker</b> will work with in-house attorneys and pro bono counsel in order to address our clients’ social service needs during the course of their claims for immigration relief. The Social Worker will strive to connect clients to much needed services in the area, with the goal of facilitating attorney/client communication and efficient working relationships during the course of their cases. S/he will have the exciting opportunity to help shape how Human Rights First integrates the social work practice into its existing legal representation model through collaborating with staff in all three offices – New York, Washington, DC and Houston – on how to best meet the needs of clients and pro bono counsel in our legal representation program. <b>This position is for a minimum 12-month period, with a possible extension pending additional funding.</b></p> <p><b>MAJOR DUTIES &amp; RESPONSIBILITIES:</b></p> <ul style="list-style-type: none"> <li>• Assess social service, mental health, and educational needs for clients, including immigrant children and families that have been accepted into the representation program;</li> <li>• Assist clients in searching and applying for public benefits, housing, employment, school, and other client-identified goals. Refer client to food, clothing, and other resource centers as needed;</li> <li>• Assist pro bono attorneys and staff attorneys in developing the social work and advocacy plan, assuring that client needs are considered and met, when possible;</li> <li>• Maintain all social work files to acceptable professional and program standards;</li> <li>• Cultivate relationships with community programs and social service providers and collaborate with other service providers to strategize on how to best meet the needs of the immigrant population and improve access to legal representation;</li> <li>• Design processes, working collaboratively with other team staff, to ensure individuals who may be eligible for representation learn about Human</li> </ul>

	<p>Rights First and how to contact our offices to request potential legal assistance;</p> <ul style="list-style-type: none"> <li>• Develop training materials for in-house legal staff and volunteer attorneys, including manuals, memoranda, seminars, and symposia around best practices in working with vulnerable immigrant populations;</li> <li>• Promote Human Rights First’s mission and work by participating in local community events, promotional events, and other professional networking events that will increase the organization’s profile in the local community;</li> <li>• Other duties as requested based on department and/or organizational need.</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Master’s degree in social work and at least 3 years of experience, including working with immigrant populations, particularly refugees, asylum seekers, or immigrant children and families;</li> <li>• Current licensure as an LMSW in good standing in the state of Texas;</li> <li>• Fluency in Spanish required (reading and writing);</li> <li>• Experience working with community resources;</li> <li>• Ability to communicate patiently, respectfully, and empathetically with individuals from a variety of backgrounds as well as survivors of trauma or torture;</li> <li>• Strong interpersonal and communication skills characterized by clarity and accuracy;</li> <li>• Ability to manage numerous diverse tasks simultaneously, work under pressure, and meet deadlines;</li> <li>• Adaptability in navigating new and dynamic projects; ability to recognize and maximize opportunity on behalf of the organization;</li> <li>• Demonstrated ability to work successfully across organization lines;</li> <li>• Fluency in other relevant second languages (Mandarin, French, Arabic and/or others) a plus.</li> </ul>
<b>Salary/Hours</b>	Competitive with comprehensive benefits package
<b>Address</b>	1303 San Jacinto Street, 9th Floor, Houston, TX, 77002
<b>Telephone</b>	(713) 955-1360
<b>Fax</b>	(713) 955-1359

<b>Application Method</b>	<p><b>APPLICATION PROCESS:</b>  Please complete the online application found at our website <a href="http://www.humanrightsfirst.org">www.humanrightsfirst.org</a> under ABOUT/ CAREERS links.  You will be requested to provide:</p> <ul style="list-style-type: none"> <li>• Resume (upload)</li> <li>• Cover letter (secondary upload*)</li> <li>• Names and contact details for three (3) references (enter online)</li> </ul> <p><i>* After completing the initial application and uploading your resume, please select VIEW PROFILE and UPLOAD ATTACHMENT to upload additional documents. You can also log into your profile from the top of the Job Opportunities page. When logged into your profile, you can upload cover letter and any other relevant documents by selecting UPLOAD ATTACHMENT at the top of the page.</i></p> <p><b>Applicants will receive a confirmation email with their username and password once they've created a profile. Please keep this information to access your application and make changes at any time. Only selected applicants will be contacted for phone or in-person interviews. NO PHONE CALLS, PLEASE.</b></p> <p><b>SUBMISSION DEADLINE: October 6, 2014. Applications will be considered on a rolling basis; applicants are encouraged to apply early.</b></p> <p>Human Rights First is a non-profit, nonpartisan international human rights organization based in New York, Washington, DC, and Houston, TX. We build respect for human rights and the rule of law to help ensure the dignity to which everyone is entitled and to stem intolerance, tyranny, and violence.</p> <p>Human Rights First is committed to recruiting, retaining, developing, and promoting staff across all programs and departments from a diversity of backgrounds, including members of racial and ethnic minorities, LGBTI people, people with disabilities, people of all socioeconomic backgrounds, people of all nationalities, and veterans of the U.S. Armed Forces. We believe that a diverse staff and an inclusive work environment that welcomes a range of perspectives help make our advocacy work stronger and more effective.</p> <p style="text-align: center;"><a href="http://www.HumanRightsFirst.org">www.HumanRightsFirst.org</a></p>
<b>Opening Date</b>	09/16/14

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 [mswjjobs@central.uh.edu](mailto:mswjjobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.

