

Job Title	Home Study-Post Release (unaccompanied children) Services Case Work Specialist
Employer/ Agency	Church World Service
Job Description	<p>Primary Purpose: As part of the CWS National Children Services team, the Casework Specialist supports casework activities to promote the safety and wellbeing of unaccompanied children released from ORR care and residing with their families in the local community. Casework Specialists are responsible to assist caseworkers with referral coordination and data entry.</p> <p>Essential Duties:</p> <ul style="list-style-type: none"> - Assists with data entry, preparing case files and resources for caseworkers, and obtaining missing case file documentation - Conducts telephonic check-ins with families between home visits to ensure they have access to needed resources and that the child is adjusting well to the placement - Accompanies caseworkers to home visits, as needed - Provides support to caseworkers in primary functions of Post Release Services including working closely with family members to enroll children in school, accessing mental health and medical services, securing legal representation, etc. - Identifies resources in the local community and in communities where clients reside - Provides assistance to regions/casework teams outside of assigned location to provide additional support and coverage, as needed - Contributes to the local and national resource directory and ensures it is organized and resources are current - Assists in scheduling home visits and interpretation services, as needed - Supports the local and national team in data tracking and reporting as assigned
Qualifications	<ul style="list-style-type: none"> - Associate's degree in behavior sciences required, Bachelor's degree in Social Work or equivalent field preferred. - 2-3 years of experience providing program or case management support in a social service setting - Previous work experience with unaccompanied children, immigrant youth, or refugees strongly preferred - Prior experience in social and human services programs and practices including trauma informed care, targeted case management, child well-being, resource referral and linkage preferred. - Spanish fluency (verbal and written) required - Valid Driver's license - Must be willing to travel locally, as assigned
Salary/Hours	Non-Exempt: 75 hours per week. Some flexibility. Hybrid model (most days in office-some remote days).
Address	6671 Southwest Freeway, Suite 421
City, State, Zip	Houston, TX 77074
Contact Person	Maria de Lourdes Carrillo, LMSW Regional Supervisor-Houston office
Email Address	mcarrillo@cwsglobal.org

Application Method	https://cwsglobal.org/our-work/north-america/immigrant-children/
Opening Date	Immediately

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