Bilingual Case Manager (PG County)

This is a CAFY (Community Advocates for Family & Youth) victim service provider position for an experienced case manager or someone with community service and is seeking experience and has bilingual (Spanish/English) skills.

Assignment Duties include:

* Responsible for conducting face-to-face sessions with clients in order to complete assessments, develop victim services plans, and provide supportive crisis intervention and follow-up.
* Provide victim services (caseload can consist of individuals, as well as, family members on an individual, couples and family basis).
* Responsible for serving populations with a variety of needs particularly stress related to trauma, victimization and family dysfunction.
* Works with victims of intimate partner violence, abuse or exploitation, and serves as a coordinator for services and access to service.
* Serves as a liaison between the victim service providers and the client/family.
* Acts as a liaison to the community through both written and public speaking.
* Maintains and records timely, appropriate notes, dates, and logs regarding assigned clients.
* Performs other related work as assigned.

KNOWLEDGE, SKILLS AND ABILITIES (KSAs)

* Knowledge of the victim services and social basis of behavior
* Ability to employ case management methods and intervention techniques in an effective manner.
* Ability to establish and maintain effective rapport and working relationships with clients, staff, guardians, family members, and representatives of other agencies and organizations.
* Ability to prepare summaries and other reports.
* Ability to communicate effectively.

EXPERIENCE AND EDUCATION

* Bachelor, Associate Degree or equivalent experience
* Community experience and a passion to work with people in need

OTHER REQUIREMENTS

* + Must be fluent in Spanish and English

Reports to Executive Director of CAFY.