



JOB ANNOUNCEMENT

Job Title:	Case Manager, Second Chance Youth Program and Tattoo Removal Clinic
Status:	Full Time
Starting Salary:	\$28.70 per hour
Reports To:	Youth Program Director
Program Address:	3101 Mission Street, Suite 101, San Francisco, CA 94110

About CARECEN SF:

CARECEN SF is a non-profit organization established in 1986. CARECEN SF empowers and respond to the needs, rights, and aspirations of Latino, immigrant and under-resourced families in the San Francisco Bay Area - building leadership to pursue self-determination and justice. Rooted in its cultural strengths and born out of the Central American justice struggles, CARECEN SF envisions our diverse immigrant community as thriving, where families prosper, build effective community institutions and participate confidently in civic life.

CARECEN SF provides the following programs to the community: Immigration Legal Services, Health Promotions Program, Family Wellness Program, Second Chance Youth Program and Tattoo Removal Clinic. For detailed information about our programs, please visit our website: www.carecensf.org.

About Second Chance Youth Program:

Second Chance is committed to empowering youth with the self-awareness, skills and resources necessary to transition from vulnerable behaviors, involvement in violence and other barriers, encouraging them towards safe and healthy lifestyles.

Second Chance offers comprehensive services and enrichment activities to youth ages 12-25 years of age. We work with young people to set and achieve personal goals and create spaces where they can develop positive peer relations, leadership skills and become active agents of positive change in their lives and communities. We believe in the power and resilience of young people. By investing in them today, we secure our tomorrow and the future of generations to come!

CASE MANAGER

The case manager will work as a team member of the Second Chance Youth Program and Tattoo Removal Clinic. Under the immediate supervision of the Program Director, the case manager is responsible for providing intensive strength-based case management to Latino immigrant youth between the ages of 12-25 who are at-risk or in-risk of experiencing violence. The Case Manager will conduct outreach, intakes and risk assessments; and with the client, develop and implement an individualized service plan (ISP) designed to promote personal empowerment and self-sufficiency as well as staff Tattoo Removal Clinic.

JOB DESCRIPTION:

The duties of a case manager include, but are not limited to the following:

- Develop detailed outreach work plan with supervising staff that targets underserved, vulnerable, system touched/system involved Latino immigrant youth between the ages of 12-25 years
- Perform comprehensive intake and assessments of the service needs of youth with a history of poor health outcomes and vulnerable behavior as a result of great health inequities, poverty, low-educational attainment and potential gang affiliation, intimate partner violence, and/or street violence
- Provide direct assistance to youth, appropriate to their age and needs, including but not limited to:
 - Referrals and assistance in accessing direct social/health services
 - Enrollment in educational institutions, academic and afterschool support programs



- Referrals to training and job placement centers
- Engagement and communication with participants' parents/guardians
- Maintain participants' files through regular progress notes and follow-up contact entries
- Attend CARECEN SF staff meetings once a month and regular case consultations meetings
- Meet with clinical practice specialist on a monthly basis to review progress and objectives of youth's workplan
- Write monthly reports and enter CMS data weekly
- Work with collaborative partners for outreach, referrals, safe transportation and safe-passage of youth participants
- Provide culturally competent services (linguistically, cultural and generational)
- Conduct community outreach and public education through presentations at high schools, the Youth Justice Center, community fairs, etc.
- Participate in public advocacy, civic involvement and organizing efforts
- Other duties as assigned by supervisor

QUALIFICATIONS:

- BA/BS in Social Work or related field or a minimum of 2 years of case management experience
- Extensive experience working with underserved, vulnerable, system touched/system involved youth
- Bicultural/Bilingual (fluent in both English and Spanish)
- Ability to work independently, as well as part of a team
- Knowledge of the criminal justice system, specifically the Juvenile Probation Department, SFUSD, and other governmental service programs
- Strong written and verbal communication skills
- Sensibility and empathy to youth and their emotional needs
- Ability to work Tuesday evenings and some weekends
- Experience with group facilitation and strong public speaking skills

CARECEN is an EEOC, equal opportunity employer

It is the policy of [CARECEN SF - Central American Resource Center of Northern CA](#) not to discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, national origin, age, marital status, genetic information, disability or because he or she is a protected veteran. It is also the policy of [CARECEN SF - Central American Resource Center of Northern CA](#) to take affirmative action to employ and to advance in employment all persons regardless of race, color, religion, sex, sexual orientation, gender identity, national origin, age, marital status, genetic information, disability or protected veteran status, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship, at all levels of employment.

Please send a cover letter and resume to: jcarrasco@carecensf.org