



## Bilingual Caseworker Job Announcement (Spanish/English)

**The Women's Building (TWB)** is a women-led community space based in San Francisco, CA that advocates self-determination, gender equality, and social justice. We provide services and programs to empower women, are the home to a variety of non-profit organizations, and are a community center with meeting spaces available for rent.

Through our partnership with **Global Refuge**, TWB helps ensure that unaccompanied immigrant children are safely released from detention and reunited with loved ones who are well-equipped to care for them, giving them every opportunity to grow and thrive.

Applicants should already be **Bay Area-based, please do not apply from out of state or out of the area.**

**Objective:** To provide case management and supportive services to minors released from federal custody and reunited with caregivers (sponsors).

### Responsibilities

- Conduct home visits and phone contacts with the dual purpose of assessing safety and appropriateness of a child's placement with his/her caregiver (sponsor), and connecting the child to services in the community to address risk factors.
- Perform ongoing case management with a focus on screening and making appropriate referrals to address child's needs in the following domains: placement issues, safety issues, education, health, mental health, legal/immigration proceedings, substance abuse, independent living, juvenile/criminal justice, and child enrichment activities.
- Submit detailed and thorough documentation in compliance with our policies and procedures. Utilize social work best practices for thorough assessments of child's progress and services provided.
- Maintain regular and timely communication around any issues concerning the child's safety, stability, or well-being in the placement.
- Inform us about trends, challenges, and successes in working with the population.
- Participate in trainings on cultural competence, service provision, and others
- Participate in The Women's Building bimonthly staff meeting, weekly 1:1 supervision, and weekly team meetings.

### Qualifications:

- Education Training: Bachelor's degree in social work, or other relevant degree; master's degree preferred
- Licenses/Certifications: None.
- Experience: At least one year experience with child welfare programs. Previous non-profit experience preferred.
- Knowledge/Skills:
  - **Bilingual (English and Spanish)**
  - Cultural humility and experience in working with diverse populations, including communities of color, immigrants, LGBTQ+ communities, and persons of various ages, socioeconomic backgrounds, health status, and abilities
  - Excellent crisis intervention, critical assessment and analysis skills
  - Commitment to empowering migrants and refugees
  - Cross-cultural or international experience preferred
  - Excellent verbal and written communication skills
  - Ability to work independently and as part of a team
  - Punctual, reliable, and highly organized
  - Computer Fluency (Microsoft Word, Excel, Google Workspace)
- Other:
  - Ability to pass a federal and criminal background check and CASII check
  - Ability to travel to home visits and other service agencies
  - Ability to work on-site or at home
  - Vehicle required; CA Drivers license and insurance required
  - Ability to remain in stationary, sitting or standing positions for extended periods of time.
  - Ability to lift up to 25lbs.

**Starting date:** Immediately, or ASAP **Salary:** \$32.78/hour **Schedule:** M-F, 40 hours per week

**Benefits:** Medical Insurance, Dental Insurance, Life Insurance, Vacation, Sick Leave, Retirement with Employer Match, Mileage Reimbursement, Travel Expenses Reimbursement

**Application Deadline: Please send cover letter and resume to [vanessa@womensbuilding.org](mailto:vanessa@womensbuilding.org) by May 10, 2024**