

Community Youth Service – Pierce County is recruiting for a part-time Case Manager for its Street Outreach program. This position will be the first point of contact for homeless and street dependent youth through on-the street outreach, site based community locations, and school district locations. This position is part-time (20 hours per week), 8 of the 20 hours will be on Saturday assigned to the drop-in center. The remaining 12 hours will be determined between successful applicant and supervisor.

This position is eligible for pro-rated agency benefits.

Hourly rate - \$16.35

POSITION QUALIFICATIONS:

1. Education and direct experience working with high-risk youth, particularly street dependent, homeless, and runaway youth must equal a minimum of four years. If education is used to meet this requirement, degree/courses must be in a social science or related field. A transcript may be requested to determine if courses taken qualify.
2. Spanish speaking skills preferred but not required,
3. Required to carry cell phone during all working hours,
4. Have a positive regard for and can take initiative in building relationships of mutual respect with young people,
5. Be able to respond to crisis in an appropriate and therapeutic manner,
6. Be able to work in a lively environment that requires multitasking,
7. Be willing to work a flexible schedule including some evenings and weekends,
8. Proficiency with Microsoft Office programs and good organizational skills,
9. Be able to carry a 30lb bag of emergency supplies and walk for a period of 2-3 hours at a time,
10. Functions with creativity, compassion, and a sense of humor.

AGENCY QUALIFICATIONS:

1. The ability to pass an extensive background check with no history of conviction or perpetration of child abuse or physical harm to another person,
2. Professional and personal conduct that maintains a personal and professional background so that criminal history remains free from unlawful conduct. Certain crimes may disqualify employees to have unrestricted access to children or vulnerable populations in accordance with Department of Social Health and Services policy and Washington State law,
3. A valid Washington State Driver License with a three-year good driving record. The ability to pass and maintain a clean driving records check. Professional or personal conduct that results in a restricted or denied driving status could result in termination of employment,
4. Proof of personal auto insurance levels at or above a \$100,000 combined single limit must be provided once offer of employment is accepted
5. A sensitivity and responsiveness to the cultural differences in the organization's employment and service population
6. Must possess, or obtain within 30 days of employment CPR/1st Aid/BBP certification
7. Strong interpersonal skills, including the ability to work as part of a team, be self-motivated, and take initiative (EOE).

PROGRAM QUALIFICATIONS:

MAJOR RESPONSIBILITIES AND RELATED TASKS:

A. Direct Services

1. Engages runaway, homeless, and at risk youth ages 12-24 and connect them to CYS- PC's continuum of care.
2. Provides crisis intervention, emergency supplies, and info about resources to youth on the streets of Tacoma/Pierce County
3. Upholds and maintains team safety when conducting outreach in the community
4. Collaborates with school liaisons and counselors to provide services to homeless and at risk students who want to stay in school
5. Participates on coalitions and attends outreach events in rural Pierce County to educate those communities of CYS's services and provide linkages to services for rural youth
6. Assists participants in accessing services we provide directly or through referral including: food and hygiene, clothing, shelter, housing, education, healthcare, treatment, counseling, and other services as needed
7. Provides individualized case management to youth using agency best practices including active listening, harm reduction, wraparound, positive youth development, trauma informed care, and motivational interviewing
8. Participates with youth in recreational activities designed to engage them in pro-social and healthy alternatives, while at area parks and other sites.
9. Participates in program activities and cultivate workshops and other meaningful learning opportunities for youth
10. Helps maintain and develop partnerships with community organizations as a means to coordinate services and provide wrap around support to program youth
11. As needed, provides additional support to staff at the Day Center by informing youth of program services, behavioral expectations, and monitoring room milieu

B. Administrative Services

1. Maintains documentation in a timely, thorough, and accurate manner
2. Attends relevant trainings, conferences, and department/program meetings
3. Maintains the confidentiality of participant information
4. Manages time and resources in a skilled manner
5. Communicates effectively in both verbal and written form
6. Provides services in a manner that expedites the meeting of contract requirements and program outcomes.

Check out our benefit package on our website

<http://www.communityyouthservices.org/employment.shtml>

ALL ITEMS MUST BE SUBMITTED IN ORDER TO BE CONSIDERED FOR THE POSITION:

1. Resume and cover letter
2. CYS Employment Application <http://www.communityyouthservices.org/employment.shtml>
There are two versions on our website – a fillable Word version and a printable pdf version.
You can submit either one.

Email to hr@communityyouthservices.org - Reference Pierce County Street Outreach in the subject line

You will need to submit a driver's abstract before an interview will be scheduled.

** No phone calls please **