



# Safety Net Case Manager

## **Position Description:**

The Safety Net Services Case Manager is a fulltime, non-exempt position that provides differential response, case management or concrete support services, and/or post-reunification or aftercare case management services to families referred by the Child Welfare System, specifically Child Protective Services (CPS), to maintain the family unit and prevent or reduce the risk of families entering or re-entering the Child Welfare System. This position is primarily responsible for engaging families and connecting them with resources and services to build resilience against risk factors, learn skills to improve family dynamics, alleviate stressors within the family unit, etc. The Safety Net Services Case Manager works in collaboration with the Safety Net Services team and reports directly to the Program Manager and Program Coordinator.

## **Duties/Responsibilities:**

### *Direct Service*

- **Engage prospective clients to link them to Safety Net Services**, including but not limited to, conducting in-home visits, making contact with clients via phone and mail, maintaining communication with the referring CPS social worker, etc.
- **Engage clients in maintaining services** to increase resilience, protective factors, and self-sustainability, including but not limited to, developing and monitoring case plans with families, providing referrals to community resources and supportive services, etc.
- **Participate in and represent the agency at a variety of funder-related meetings**, including but not limited to Team Decision Making (TDM) meetings, Child and Family Team (CFT) meetings, etc.
- **Attend pieces of training and demonstrate knowledge** specific to program requirements; training and knowledge may include but are not limited to trauma-informed services, risk and protective factors, motivational interviewing, etc.

### *Administration*

- Provide documentation and perform administrative tasks, as necessary, to support both program operations and role responsibilities.



### **Required Skills/Abilities:**

- Must support WCYFS mission and be dedicated to eliminating domestic violence, sexual assault, human trafficking and youth homelessness, in addition to supporting the fundamental values of both feminism and the social work profession, including the worth, dignity, and uniqueness of all persons as well as their rights and opportunities.
- Ability to work effectively with individuals from diverse backgrounds and cultures, and awareness of and sensitivity to the cultures represented in San Joaquin County.
- Reliable transportation, valid California Driver's License, and proof of insurance.
- Ability to productively work both autonomously and as a team member.
- Complex Problem Solving Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- Excellent verbal and written communication skills.
- Excellent interpersonal and customer service skills.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines.
- Strong analytical and problem-solving skills.
- Strong supervisory and leadership skills.
- Ability to function well in a high-paced and, at times, stressful environment.
- Proficient with Microsoft Office Suite or related software.

### **Education and Experience:**

- Bachelor's degree in related field required.
- At least two years of related experience preferred.
- Fingerprint clearance is required.
- Reliable transportation, valid California Driver's License, and proof of insurance.

### **Physical Requirements:**

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift to 25 pounds at times.
- Must be able to ascend and descend up to three flights of stairs throughout a typical workday.



### **About Employer:**

WCYFS is an equal opportunity employer and hires and promotes employees regardless of race, color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age, sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, and any other status protected by state or federal law. WCYFS strives to be culturally competent, responding respectfully and effectively to people of all cultures, classes, races, ethnic backgrounds and religions in a manner that recognizes, affirms and values the cultural differences and similarities and the worth of individuals, families, and communities and protects and preserves the dignity of each person.

Additionally, WCYFS is an at-will employer. Employees, as well as the agency itself, are free to terminate employment status at any time, with or without reason. Although WCYFS may choose to terminate employment for cause, cause is not required.

WCYFS is a highly established nonprofit organization funded by a variety of federal, state and local government agencies, foundation grants and individual supporters. The continuation of programs, and therefore employment positions, may be contingent upon continued receipt of these or alternative funding sources.

Join our team today and be part of building a safer community.

### **Position Summary:**

Title:	Safety Net Case Manager
Department:	Case Management
Status:	Full-Time/ Non-Exempt
Reports to:	Program Manager
Salary:	\$32,000 - \$36,000 DOE