



JOB ANNOUNCEMENT

SENIOR CASE MANAGER

POSITION SUMMARY

The New Jersey Institute for Social Justice is seeking a talented, experienced human services professional to join its New Careers Project as Senior Case Manager.

New Careers is a Newark-based demonstration project of New Jersey Institute for Social Justice. Its mission is to help men and women recently released from state prisons to successfully reintegrate into their families and communities. Sustained paid employment is a primary project outcome goal. The model includes comprehensive case management, 4-6 week paid *transitional jobs*, counseling, job readiness & life skills workshops, job placement and community service. Staff and participants build and maintain a non-residential self-help community

The Sr. Case Manager will be responsible for supervising and contributing the professional development of New Careers case managers. The Sr. Case Manager will also assume responsibility for creating and modifying assessment tools and protocols; reviewing service plans and assessments, maturing the case management component and contributing to the successful roll out and operation of the project. Case Managers are responsible for client assessments, service plans, developing community resources; referrals, counseling, advocating for client access to community-based services and short-term counseling.

In addition to managing a client caseload, the Sr. Case Manager's responsibilities include:

- assuring that there is regularly scheduled check-in, coaching and counseling sessions with clients as appropriate
- assuring high quality referrals and follow up
- building capacity for effective crisis intervention for clients and their families
- developing a local network for family support services
- preparing and submitting reports and performing other appropriate duties that contribute to the success of the project

QUALIFICATIONS

New Careers Project Case Managers must be experienced human services professional with specific strengths in client assessment, crisis intervention, counseling and resource development. Case Managers must possess

- a) an MSW, CSW, LCSW or post graduate degree in human behavior, or human service field of study,
- b) five or more years of experience working directly with persons in transition **or an appropriate combination of a) and b),**
- c) ability to work effectively in a team approach,
- d) experience working with persons in recovery from alcohol and drug addiction is a plus,
- e) excellent clinical skills with experience in short-term group and individual counseling,
- f) excellent organizational skills,
- g) excellent oral and written communication skills.

Bilingual abilities (Eng/Spa) are strongly desired

NJISJ is an equal opportunity employer.

ABOUT NJISJ

Founded in 1999, by the Alan and Amy V. Lowenstein Family Foundation, the New Jersey Institute for Social Justice (NJISJ) is an urban policy research and advocacy organization dedicated to the advancement of residents of New Jersey's inner city communities through research, policy analysis, community education, advocacy, implementation of demonstration projects and facilitating government-private-nonprofit partnerships. NJISJ seeks to challenge the barriers that constrain inner cities and the residents from achieving their full potential. Our activities are currently framed within three initiatives: economic opportunity, focusing on barrier to employment and business opportunities; equal justice, addressing the impact of the state's criminal justice policies on inner city residents and communities; and regional equity, challenging structural disparities in access to housing and financial services.

The New Jersey Institute for Social Justice is an equal opportunity employer. Persons of color and women are actively encouraged to apply.

APPLICATION PROCEDURE

Applicants should submit a cover letter summarizing interest in and qualification for the position, salary requirement, and four professional references with a resume and brief writing sample:

Allen James
Project Director
New Jersey Institute for Social Justice
60 Park Place, Suite 511
Newark, New Jersey 07102
e-mail: ajames@njisi.org

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Case Manager, New Careers Project

Include job title in e-mail subject line and mention where you learned of this opening.