



JOB ANNOUNCEMENT

CASE MANAGER

POSITION SUMMARY

The New Jersey Institute for Social Justice is seeking a talented and experienced human services professional to serve in the central position of its New Careers Project, a demonstration program slated to begin in late autumn, 2005.

New Careers is a Newark-based project to help newly released state prisoners reintegrate into the local community. Sustained paid employment is a primary program outcome goal. The program model includes an 8-10 week *transitional jobs* component, counseling, job readiness & life skills training and community service. The primary program modality is comprehensive goals-driven case management.

The Case Manager will be responsible for assessing participant's strengths and needs, implementing treatment plans, coordinating delivery of in-house and community-based services and short-term counseling.

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.

DUTIES AND RESPONSIBILITIES

The Case Manager's responsibilities include:

- Participation in the participant screening and selection process
- participant assessments
- writing and implementation of participant treatment plans
- maintaining a case record for each participant
- providing regularly scheduled check-in, coaching and counseling sessions with participants as appropriate

JOB ANNOUNCEMENT

Case Manager, New Careers Project

- locating and verifying community-based service resources and maintaining a database of community service providers
- providing participants with referrals and follow up for needed services
- crisis intervention for participants and their families
- assessment and referrals for participants' family members when appropriate
- contributing to the ongoing development of program strategies that facilitate achievement of participant goals and program goals
- 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 professionals with specific strengths in client needs 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

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 with a resume and writing sample and a list of significant achievements by mail or e-mail to:

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

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