



**Job Title: Case Manager / Youth Organizer – Bilingual Spanish/English**

Hourly Wage: \$32 per hour

Schedule: Full time, afternoon and evening, some weekends

Location: Alcohol Justice, San Rafael, California

Beginning Date: July 2021

Deadline: *Apply by June 21, 2021*

**Organizational Description:**

Alcohol Justice is a national alcohol industry watchdog with a strong youth and prevention program in the Canal District of San Rafael. We believe youth should grow up free from the alcohol industry's advertisements, enticing products, and easy access. We organize locally, statewide, and nationally to hold the alcohol industry and other drug industries accountable for harm. For more information see [AlcoholJustice.org](http://AlcoholJustice.org).

**Position Description:**

Alcohol Justice is hiring a full-time Case Manager/Youth Organizer to join our action-oriented group of dedicated public health, policy, and advocacy experts. Responsibilities are twofold: working with at-risk youth, in-taking youth clients and their families, providing resource referrals, and shepherding the youth into prosocial and problem-solving activities. Secondly, the position will assist in organizing and training youth to become civic leaders through our activist Youth for Justice (YFJ) program. Using a "La Cultura Cura" model, we engage YFJ youth and their parents through Latinos Unidos de Marin, an advocacy and self-help group. The position requires an independent and culturally sensitive individual who is a proactive self-starter.

**Case Management Duties and Responsibilities:**

- Fluent Spanish is required, since it is the most proficient language of many of our youth and their parents
- Provide family and youth case management services to referred or recruited youth and their families
- Evaluate physical and psychological makeup of youth to determine needs
- Employ volunteer services of Consejo Restaurativo de Marin in meeting with and assessing youth and families
- Ensure client data is entered on time and correctly to support program evaluation and outcomes tracking
- Develop a corrective or treatment plan, agreed upon by youth and their families that is sensitive to cultural background, immigrant status, housing/home situation, economic status, age, and ability
- Counsel youth and parents, guardians, foster parents, and/or institution staff concerning adjustments to home situation, defining house rules and parent/child expectations, interactional behavioral modification, or referrals as needed to meet family or individual needs
- Create and maintain youth files
- Track outcomes, implement case plans, and ensure retention of clients in the health and wellness programs
- Work with Probation, Health and Human Services, CBO's, Schools, and other involved professionals
- Coordinate youth and family agreements with primary activities in YFJ and Latinos Unidos de Marin
- Conduct group self-help sessions among youth or parents/guardians as deemed appropriate
- Provide crisis intervention

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- Communicate effectively, collaborate with coworkers and management, and maintain professionalism and grace under pressure
- Develop and participate in agency safety initiatives and proactively report safety issues to management immediately
- Maintain productivity requirements and deadlines
- Provide transportation to appointments for youth and families when needed
- Provide other support on assignments as needed by Alcohol Justice, especially to participate in local convenings and organizing activities

### **Youth Organizing Responsibilities**

- Assist the lead community organizer in staffing YFJ meetings, including games, art work, trainings, and implementation of *La Cultura Cura* model of trauma-informed, culturally sensitive care
- Assist in weekly YFJ art program
- Assist in various organizing and advocacy activities, for example, where youth take action to challenge retailers to follow best practices in alcohol sales; and in advocating for policy change at the city or county

### **Qualifications:**

- Bachelor's degree required; Master's degree in Social Work, Public Health, Counseling, Psychology or related preferred
- Bilingual Spanish and demonstrated cultural competency with Latino community
- Social work licensing is not required
- Strong ability to build partnerships with parents or guardians
- Must show competency in technology: tracking and reporting cases, spreadsheets, Zoom meetings, social networking, Word, PowerPoint, and other applications
- Two plus years of experience working with low-income community in the areas of health education prevention, behavioral health support, youth organizing, or health advocacy
- Knowledge of, or ability to learn, *La Cultura Cura* model, Motivational Interviewing, Cognitive Behavior Therapy, Trauma-focused CBT and Transformational Care Planning, and Trauma Informed Care
- Knowledge of, or ability to learn, Medi-Cal documentation and Mental Health assessment
- Experience as a teacher, social worker, counselor, youth professional, or intern working with youth; in particular youth coping with trauma such as overcoming homelessness and teen parents
- Ability to manage stress of multi-tasking and leading and counseling youth
- Strong and exceptional written and oral communication skills, including the demonstrated ability to research, assimilate, and analyze information, compose engaging messages, and present data in a clear and inspiring manner
- Experience and cultural competency with high-risk groups and providing services to underserved populations
- Ability to work with diverse cultures and leadership
- Ability to work and thrive both independently and in a team environment
- Willing to work afternoons, evenings, and some weekends
- Warmth and ability to connect with youth are essential
- Willingness to embrace and address each day's challenges be they a sick child, a discouraged youth, a troublesome computer, or a dead car battery; consistently showing up with competence and

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spirit to solve problems and address unexpected needs as they arise, rather than simply reporting problems

- Willingness to be trained and conduct data management and tracking of client youth and families
- Must have current California driver's license, auto, and auto liability insurance; must have access to personal vehicle that can be used for organizational business; mileage and travel expenses are reimbursed
- Fingerprinting, TB test, and background check required

**Salary and Benefits:**

Qualifies for health insurance after one month and retirement contribution after 3 months; other benefits may include dental, vision, life insurance; includes holiday, vacation and sick leave; great working conditions, and supportive staff.

**To Apply:**

Email resume and brief cover letter to: [jobs@alcoholjustice.org](mailto:jobs@alcoholjustice.org)

Please put "**Case Manager/Youth Organizer**" in the subject line

Those interested in this position may apply by submitting a letter of interest, a current resume, and a brief writing sample (no more than 3 pages). Electronic application packages are encouraged and should be sent in PDF or MS Word format.

*Diverse applicants are strongly encouraged to apply. Alcohol Justice does not discriminate against its employees or applicants based on race, color, religion, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation, or on any other impermissible basis.*