



Job Title: Community Facilitator/Case Manager
Department: Reentry Services
Reports To: Assistant Director of Reentry Services

ORGANIZATIONAL OVERVIEW

STRIVE is a leading national workforce development agency with the mission of helping people acquire the life-changing skills and attitudes needed to overcome challenging circumstances, find sustained employment, and become valuable contributors to their families, their employers, and their communities. Based in East Harlem, New York, STRIVE programs are administered in 20 cities nationally.

SUMMARY

The Community Facilitator/Case Manager is responsible for counseling and assisting STRIVE applicants, participants, and graduates to confront and resolve personal issues preventing them from succeeding in life in general, and in particular, in job related matters.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Tracks participant activities post release, making referrals as needed to increase stability. Verifies and tracks contact, address and employment information in data management system.
- Reviews and modifies career services as needed to address participant interest, relevance and developmental progress.
- Facilitates program workshops on Riker's Island, engaging participants in discussions around post release services, vocational training and attainment of employment goals.
- Visits program graduates at home and/or place of employment as needed to maintain contact.
- Administers needs assessments using Level of Service/Case Management inventory (LS/CMI) tool and makes recommendations for post release services.
- Obtains ongoing training in counseling techniques and social services in general, as provided by the training personnel and/or external training sessions. Stays current on new methodologies and studies in the social work field.
- Develops individualized action plans that outline participants' key needs and goals.
- Coordinates with other program staff to develop action plan for post release services.
- Completes other tasks as assigned or needed.

MINIMUM QUALIFICATIONS

- Master's degree required.
- Facilitation experience and exceptional communication skills required.
- Overall knowledge of basic individual and group counseling skills a plus.
- Must be proficient in the use of Microsoft Office suite.
- Formerly incarcerated candidates encouraged to apply.

LANGUAGE SKILLS

Bilingual (English/Spanish) preferred.

STRIVE considers applicants for all positions without regard to: race; color; religion; gender; national origin; age; sexual orientation; marital or veteran status; the presence of a medical condition, genetic information or handicap, unrelated to performing the tasks of the job; or any other legally protected status.

To apply for this position, please forward resume and cover letter with salary requirements to hire@striveinternational.org.