



JOB POSTING

LISCENSED SOCIAL WORKER

New York City Mission Society improves the lives of children, youth, and families in the city's most underserved communities. Through programs and services that respond to community needs, we create cycles of success for generations to come. Join Team Mission.

Program Description:

The *Learning to Work Program*, administered at *Emma Lazarus High School* in collaboration with the New York City Public Schools, assists under-credited students in acquiring the skills, knowledge, and habits of mind that will maximize their potential. The program aims to enable students to graduate high school and transition into post-secondary education or enter meaningful permanent employment. The school is located at 100 Hester Street, New York, NY 10002.

Title: Social Worker

FLSA Status: Full-Time Non-Exempt

Reports to: Program Director

Basic Function:

Provide case management services. Perform counseling duties consistent with the needs of program participants. Assists with the delivery of educational services through Advisory and Seminar sessions.

DUTIES & RESPONSIBILITIES:

- Provide case management services to students and families.
- Provide crisis intervention services inclusive of on-site crisis counseling.
- Provide individual and group counseling to students.
- Provide interpersonal and life management skills counseling.
- Develop and maintain a community resource directory to be accessed and used by students and parents.
- Develop and maintain a city-wide referral network.
- Ensure that students receive appropriate services either on-site or through referral to outside resources.



- Maintain a caseload of participants. Complete the individual services strategy with participants.
- Responsible for family outreach to ensure communication with student's support systems.
- Establish a rapport with family members and assist in parent-teacher conferences.
- Monitor the academic progress and attendance of participants on assigned caseload.
- Advocate for in-school remediation for participants as appropriate. Prepare paperwork, such as intake forms, evaluations, reports, and etc., as needed.
- Design, develop, and implement parent and student workshops.
- Facilitate weekly advisory sessions with students.
- Facilitate weekly seminar sessions.
- Document contact with students electronically.
- Conduct home visits on an as needed basis.
- Participate in individual and group clinical supervision for social work staff at Mission Society's Learning to Work programs.
- Participate on interdisciplinary participant progress teams within the school, interdepartmental meetings, case conferences, and mediations.
- Collaborate with school administrators, teachers, and staff to provide support to students when needed.
- Provide guidance regarding social work ethics, policies, and procedures for all Mission Society social work staff and services.
- Other duties as assigned.

QUALIFICATIONS:

- Must have LMSW certification
- Bilingual preferred (Bengali, Cantonese, French, Haitian Creole, Mandarin, Russian)
- At least 2 years of experience providing clinical services to adolescents and families
- Familiarity with the NYCPS system preferred
- Superior interpersonal skills and thorough knowledge of adolescent development and family dynamics
- Demonstrate enthusiasm for work, professionalism, responsibility, and organizational skills
- Values providing outstanding service and working in a team environment with school personnel

SALARY AND BENEFITS:



Salary range: \$64,900 - \$66,400 based on experience, qualifications and fit. Comprehensive benefits include Medical, Dental, Life, Long Term Disability Insurance, 403(B) plan with employer contribution, TransitChek, Employee Wellness Program, Municipal Credit Union Membership, and Voluntary Supplemental Insurance options.

APPLY

Interested and qualified individuals should forward their resumes with cover letter to HR@nycmissionsociety.org. **Include in subject line-Re: LTW Emma Lazarus High School – Social Worker.**

Visit our website at www.nycmissionsociety.org.

Note: We are unable to accept phone calls. Applicants must meet qualifications stated above. Only applicants selected for further consideration will be contacted.

Mission Society of New York City is an equal opportunity and affirmative action employer. Qualified applicants will receive consideration without regard to their race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran.