



**Social Worker (CRED) #Perm26**

**Job Title:** Social Worker

**Job Type:** Full-Time

**Pay Type/ FLSA Status:** Salaried/Exempt

**Reports To:** Program Director of CRED, Assistant Director of Workforce and Director of Workforce

**Pay Range:** \$65,000 - \$70,000 annually

**Schedule:** 40 hours per week

**Department:** Workforce/ CRED

**Effective Date:** 2/2025

**Note:**

\*\* Pay rate range is based on city, state and/or federal contractual obligations and budgetary allowances

\*\*Job title and position title are interchangeable. Titles are based on contractual obligations as designated by funding sources.

**ABOUT UNITED ACTIVITIES UNLIMITED:**

Staten Island, NY; United Activities Unlimited, Inc. (UAW) is a community-based agency that provides a wide range of services that is inclusive from job placement, youth development programs and community outreach services to Inspire, transform, and empower individuals of all ages. UAW is responsive to the needs of diverse populations and implements programs that support positive outcomes for individuals and communities. The comprehensive nature of UAW's programming options and the emphasis on holistic services for individuals and families make UAW an outstanding resource and a pillar of support for communities. UAW is dedicated to the engagement, education, and empowerment of individuals and strives to transform individuals and communities to create a better future. **EOE**

**POSITION SUMMARY:**

CRED is a cohort-based vocational training program for at-risk individuals between the ages of 18-40 years old. The program provides classroom instruction, case management services, internship opportunities, and job placement services designed to help clients earn a Commercial Driver's License and obtain employment in the transportation industry. The Social Worker will be responsible for providing comprehensive case management services including, but not limited to, mental health support, career counseling, personal guidance and development, life skills, and referrals. The Social Worker will work in both individual and group settings to help clients overcome personal and professional barriers. The individual selected for this position will be under the direct supervision of the CRED Program Director, will conduct themselves in a professional manner, and will comply with all standards set forth by United Activities Unlimited and the NYC Department of Youth & Community Development.



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### **PRIMARY JOB RESPONSIBILITIES (include but are not limited to):**

- Conduct intake interviews to understand each client's individual needs, strengths, and goals.
- Collect all required program documentation from clients, including enrollment, outcome, and follow-up paperwork.
- Work with clients to develop an Individual Service Strategy (ISS) that reflects SMART short-and-long-term goals.
- Provide case management services including regular check-ins to assess progress towards personal and professional goals.
- Provide individual and group counseling, including but not limited to, mental health, behavior management, and mediation services.
- Work collaboratively with other CRED staff members to conduct case planning and draft case notes according to DYCD requirements.
- Refer clients in need of greater support to community based social service providers.
- Maintain positive working relationships with social services agencies and other community partners to enrich programming, internship, and employment opportunities in alignment with client's interests and ISS.
- Assist other CRED staff members with conducting follow-up services, including obtaining compliance documentation from former clients.
- Collect, maintain, and audit client files for completion and accuracy in accordance with DYCD and UAAU policies.
- Participate in team meetings, conferences, professional development trainings, and other program-related events and activities.
- Work collaboratively with other CRED staff members to ensure the program meets all DYCD goals, deliverables, and deadlines.
- Assist with other departmental duties and projects as needed.

### **JOB QUALIFICATIONS:**

- Master's degree, required
- Must possess either a valid LMSW, LMHC or LCSW
- 3+ years of relevant supervisory experience, required
- 2+ years of experience with mental health counseling, required
- Strong problem solving, verbal and written communication skills
- Experience using Microsoft Excel/Word/PowerPoint and the G-Suite platforms
- Ability to stay organized while managing multiple assignments simultaneously
- Demonstrated ability to conduct and complete work independently, including meeting deadlines, while contributing to a collaborative team effort
- Able to effectively deliver instruction to elevate client's transferable skills, academic proficiency, and socioemotional capacity
- Excels working in a collaborative environment to achieve target objects and outcomes
- Demonstrates understanding and value of individuals different capacities, cultures, and abilities
- Respect for diverse racial, socio-economic, ethnic, academic, religious, and cultural backgrounds and identities



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**PHYSICAL REQUIREMENT:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job the employee is occasionally required to stand; sit or walk. Specific vision and hearing abilities are required by this job as outlined below.

- Incumbent will be scheduled based on operational need.
- Standard office equipment including computers, fax machines, copiers, printers, telephones, etc.
- Position is in a well-lighted office environment.
- Involves sitting approximately 70 percent of the day, walking or standing the remainder.
- Must be able to remain in a stationary position for at least 50% of the time.
- May include working prolonged periods of time sitting at a desk and working on a computer.
- The ability to communicate information and ideas so others will understand. Must be able to exchange accurate information in these situations.
- The ability to observe details at close range (within a few feet or more of the observer).
- Ability to lift 30-50 lbs as needed.
- May include travel to a variety of locations, based on programming needs. Which is reimbursed in accordance with UAAU's fiscal policies and procedures

Email [DBarbato@unitedactivities.org](mailto:DBarbato@unitedactivities.org) to apply