



INSTITUTO FAMILIAR DE LA RAZA, INC.

Job Announcement (01/12/2012)

Care Manager / Youth Advocate – La Cultura Cura

Page 1 of 2

Agency Description:

Instituto Familiar de la Raza, Inc. is a multi-service community health and social service agency with emphasis in serving the Chicano/Latino community in San Francisco with a special focus on the diverse needs of the Mission District. Services include a wide range of mental health, HIV related services, and social services including health promotion, education, prevention, early intervention, case management, clinical, psychological and psychiatric interventions as well as cultural/social and spiritual re-enforcement. The agency serves children, youth, adults and families; it has a rich history of working collaboratively with other agencies to meet the needs of the diverse Chicano/Latino communities, and other cultural/racial communities in San Francisco.

Program Description:

Instituto Familiar de la Raza/La Cultura Cura offers a range of services and opportunities to youth and their families with a particular emphasis on youth that have had contact with or are at high risk of entering the juvenile justice system (JJS) or presenting a combination of risk factors that may lead to formal involvement with the JJS. Youth and families are provided with case management and mental health services in the community and have access to culturally oriented structured after-school arts and enrichment activities.

Essential Job Duties:

- 1-Assessment of social needs, comprehensive plans of care, follow-up and monitoring of service plan of program participants
- 2-Conduct school, home and community visits
- 3-Plan and implement educational and recreational activities for youth including but not limited to supporting existing after-school program efforts and groups at designated sites
- 4-Attend juvenile court proceedings, Probation Officer, and Public Defender meetings
- 5-Document all encounters/contacts in the client records and maintains statistical data as requested
- 6-Manage a case load of a minimum of 15 - 20 youth per year as assigned by the care management team
- 7-Complete monthly reports to Program Manager and to funding sources when needed

Secondary Duties:

- 1-Participate in collaborative meetings, inter-agency trainings and meetings, violence prevention activities, and other events as requested
- 2-Participate in designated outreach activities
- 3-Perform other duties as assigned

Positions Supervised: N/A

Required Skills:

- 1-BA in social sciences or a comparable combination of education and training in the areas of social welfare, youth development and/or community advocacy
- 2-Bilingual English-Spanish
- 3-At least two years of experience providing services to youth in and out the juvenile justice system
- 4-Knowledge of case management practices
- 5-Knowledge of and sensitivity to issues of diversity in the Latino/Chicano community, especially around sexual orientation, culture, language and gender
- 6-Good written and oral skills
- 7-Ability to submit to a criminal background review and tuberculosis test

Instituto Familiar de la Raza, is an equal opportunity employer, and does not discriminate on the basis of race, culture, age, disability, gender, or sexual orientation. People of color are encouraged to apply.



INSTITUTO FAMILIAR DE LA RAZA, INC.

Job Announcement (01/12/2012)

Care Manager / Youth Advocate – La Cultura Cura

Page 2 of 2

8-Ability to work a flexible schedule at multiple locations. This position requires at least one evening shift and extensive travel between different locations

9-Experience with collaborative work

Preferred Skills:

1-Bicultural

2-Experience in a non-profit community agency

Compensation:

\$32,000 - \$36,000 annually depending on qualifications and experience. **This is an 80% FTE non-exempt position with benefits.**

All full time positions at IFR are 35 hours per week and are entitled to health benefits, dental coverage, and access to vision plan, paid vacation, sick leave, paid holidays, and on-going opportunities for learning.

To Apply:

Submit cover letter and resume to:

Jesus Yanez, Program Manager
Instituto Familiar de la Raza, Inc
2919 Mission Street
San Francisco CA 94110
jesus.yanez@ifrsf.org

Physical Demands:

The position requires the physical ability to stand, walk, climb or balance and reach with hands and arms up to 75% of the work day; key at the computer regularly, and sit, talk, hear, use hands to finger, handle, feel or write, and to use sight for up to 100% of the work day; ability to lift up to 35 lbs. is needed occasionally; work in outdoors weather conditions is also required occasionally. The ability to travel to meetings, conferences, and trainings using public and/or private transportation as required.



TDD Number: 415.285.5419