Outreach Worker

Aleph Institute - North East Region

http://www.alephne.org

Qualifications: Degree in social work or related field required; experience working in family support and child abuse prevention. Knowledge of community resources available to serve stressed families; ability to work independently and adapt to a variety of settings and circumstances; strong oral and written communication skills and ability to learn electronic documentation system; sensitive to cultural differences of clients and staff members and willingness to learn about laws, customs and traditions of religious communities; eligible for Act 33/34 and FBI clearances; valid driver’s license and ability to drive within Allegheny County.

Position Summary: The Outreach Worker for Project Shifra, a program designed to strengthen families and prevent child abuse, will assess referred families for unmet needs and make appropriate referrals to social service agencies and other resources as needed. Outreach Worker will establish relationships with referred families, primarily in religious communities, and engage in periodic follow-up visits or phone calls. At times, the Outreach Worker will act as a service coordinator for these families. Outreach Worker will consult with advisors from other community agencies about decision-making in cases of crisis situations.

Duties and Responsibilities:

- Completes initial assessments with women/families referred to the program, conducting assessment interviews with sensitivity to the circumstances of
the client; assessments may be completed in women's homes or in a neutral location, according to the participant's preferences

▪ Develops ongoing relationships with and provides support to program clients

▪ Makes necessary referrals to social service agencies and other resources and service coordination to address families' unmet needs; Follows up on status of outstanding referrals

▪ Documents client interactions accurately and in a timely fashion

▪ Identifies potential crisis situations and consults with supervisor and other program contacts as appropriate

▪ Develops and maintains knowledge and awareness of cultural issues specific to religious communities

▪ Develops and maintains knowledge and awareness of child abuse risk factors and attends mandatory child abuse reporting training specified by Pennsylvania law

▪ Other assigned duties as necessary

**Hours:** 30 hours a week with benefits

To apply, please send a cover letter and resume to Amy Ngo receptionist@alephne.org with Outreach Worker in the subject line.