



## HEALTH FEDERATION OF PHILADELPHIA

<b>Job Title</b>	Social Worker (ARRA Funded)
<b>Department/Program</b>	Children, Youth and Families; Early Head Start Program
<b>Reports To</b>	Family Mental Health Specialist
<b>FLSA Status</b>	Exempt
<b>Supervises</b>	N/A

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### **JOB SUMMARY**

Provides case management, brief counseling and crisis intervention services to client families and participates in training, group facilitation, home visits, individual supervision and Team support, and other appropriate training and educational programs

### **JOB SPECIFICATIONS**

#### **Responsibilities/Duties**

- Provides home visitations and social work interventions to client families (30-35) families
- Assists in the planning, implementation and evaluation of daily activities/programming
- Facilitates psychoeducational and support groups for families
- Establishes linkages with other service providers within the institution and/or in the community to facilitate client referrals and coordination of services
- Participates in ongoing in-service training programs, including weekly clinical supervision
- Keep accurate records of daily activities
- Participates in team case conferences
- Participates actively in Team Support area meetings and staff meetings.
- Maintains confidentiality of workplace information according to the policies and procedures of the institution.
- In conjunction with child advocate, assess risk/need factors that will determine appropriate levels of care, including administration of bio-psycho-social initial assessment and the development of service agreements.
- Provides crisis intervention services, as needed.
- Provides counseling to clients/families in the program, as needed (individual, couples, family, group).
- Visits clients in their home to establish relationship, assess home environment and provide services.
- Participates in team case conferences and in developing intervention plan for client families

- Provides services to client families on-site, during home visits, when inpatient and or in the community sites.
- Performs other duties as assigned by the Supervisor

### **Education**

- Bachelor's degree in Social Work, Psychology or Family Therapy

### **Skills/Experience**

- Knowledge and skills in the following areas: counseling of individuals and families in the areas of HIV and addiction; group process and facilitation; crisis intervention; family-centered care model; maternal and child health; child development (infants and toddlers) and parenting; mental health issues; community resources
- Ability to manage multiple responsibilities in a timely fashion
- Ability to document clients progress, both written and oral
- Ability to work with various staff levels as a co-worker
- Ability to negotiate systems and advocate for clients
- Knowledge of community resources and ability to link clients and coordinate services
- Knowledge and practice of confidentiality and issues of diversity
- Ability to prioritize and work independently as well as cooperatively
- Ability to establish professional limit setting

### **Physical Demands**

Typical office setting plus travel to clients homes in the Philadelphia area by car and/or public transportation.

### **DISCLAIMER**

The above statements are intended to describe the general nature and level of work being performed by an employee assigned to this position. They should not be interpreted as an exhaustive list of all the responsibilities and/or skills required.