



The Human Services

Development Collaborative

JOB POSTING: YOUTH AND FAMILY ENGAGEMENT COUNSELOR

\$50/65 Hour

SUMMARY: The Human Services Development Collaborative is comprised of a group of services specifically designed to keep students in school and avoid the school to prison pipeline. Troubled and distressed youth are our specialty. The HSDC is looking for high quality, dedicated, responsible and compassionate professionals to help bring success to our K-12 students.

Position Description:

The Youth & Family Engagement Counselor (YFEC) provides direct counselling services to youth experiencing exclusion from school (expulsion, suspension, excessive absences, student/family distress.) The YFEC is responsible for offering and carrying an on-going counseling and aftercare caseload. The YFEC is also tasked with training and guidance of HSDC staff as it pertains to the implementation of treatment planning, intervention, and safety planning. The YFEC may be required to work non-traditional hours as needed to ensure successful outreach and engagement of youth. Occasional weekend shifts may be required.

Essential Duties and Responsibilities:

- Engage with youth, encouraging involvement in center programming, groups, and services.
- Maintain a safe space for participants to communicate openly and without judgement, while still following the state laws of mandated reporting.
- Support and aid volunteers and interns assigned to assist the YFEC caseload.
- Provide safety planning and critical intervention as indicated.

- Maintain and develop positive working relationships to maximize services to at risk youth, helping them to access resources in their community of origin if possible.
- Provide information regarding the HSDC and encourage participation to resolve student issues
- Coordinate with other regional outreach teams to ensure regional coverage to at risk youth.

- Practice a Harm Reduction and Trauma Informed approach to youth encountered, being explicit with intent to resolve housing crises.

Clinical Services

- Provides individual, group, and family counseling to clients as clinically appropriate
- Collaborates with client, case manager, HSDC, and family in creating service plans that help client identify goals and objectives to facilitate connection to community resources.
- Functions as a member of the Outreach and Engagement team, working closely with directors, community partners, and volunteers workers to provide comprehensive services to youth accessing services or identified in outreach efforts.
- Participate in weekly or bi-weekly program team meetings, providing clinic guidance to HSDC team.
- Determines, evaluates, and links community resources for specific aftercare needs
- Provides assessment, referral, and counseling services to youth and young adult clients as needed when appropriate.
- Provides client advocacy in the human services system whenever appropriate.
- Provides training to HSDC staff as needed to implement treatment planning and intervention.
- Attends and participates in monthly individual supervision with the Clinical Supervisor, or as needed
- Attends and participates in bi-weekly group supervision with Executive Director of the organization
- Presents case reviews in supervision.
- Attends and participates in agency trainings and professional development workshops as directed by Clinical Supervisor
- Maintains contact with and submits required documentation to partner agencies as needed.

Best Practices

- Help plan for continuous improvement of client centered, strengths-based engagement for youth experiencing homelessness, visiting the Phoenix Youth Resource Center, and/or accessing youth engagement services.
- Provide immediate problem solving and safety planning
- Conduct screening interviews, triage basic needs, and complete intake documentation.
- Survey youth and young adults for referral.
- Perform assessment for potential victims of crime, labor and/or human trafficking, and connect youth to services and safety planning as well as connection to legal services, advocacy services or law enforcement when necessary.

- Assist clients in stabilization and self-sufficiency, assisting to identifying what supports are needed and identified by client counseling process.
- Assist youth gather documentation essential for support.
- Provide assistance and referrals to education, employment, and housing resources.
- Provide support and advocacy to youth when needed.
- Coordinate with HSDC team, Director as needed to assist in service connection and identify any unmet needs. Research and share awareness of the communities expanding resources.
- Participate in multidisciplinary case staffing sessions to ensure a unified approach to service delivery.
- Connect youth under 18 years of age to services
- Use de-escalation techniques
- Maintain confidentiality and appropriate personal and professional boundaries.
- Maintain electronic and case records in a prompt and proper manner, with daily documentation that is objective and concise. Documentation is to be completed within 24 hours of contact.
- Participate in a data driven and outcomes-based culture. Programs should consistently demonstrate effectiveness and efficiency. Ensure timely entry of all statistical information and required data.
- In collaboration with the Executive Director, seek opportunities for youth feedback and evaluation of the program on a quarterly basis.
- Demonstrate and model Trauma Informed Care, Harm Reduction and cultural competency. Actively participate in in-service trainings (including Motivational Interviewing, Diversion, SPDAT, CPR, and CPI), regular staff meetings and available community trainings.
- Understand and comply with established agency and program policies and procedures.
- Actively pursue continuous professional growth to promote excellence and innovation. Stay current in relevant content areas, further develop leadership expertise, network and collaborate, and refine management skills. Set annual goals for self-care, professional development, and emotional intelligence.
- Work collaboratively with Executive Director & Staff to create and implement a professional development plan and meaningful documentation of performance.
- Integrate HSDC counseling services such that programs are seamless for participants, staff work across program and department lines, and communication is open, transparent, and inclusive whenever possible. Collaborate with partners throughout the agency to increase efficiency, effectiveness, and consistency of HSDC programs. Maintain and develop positive working relationships to maximize services to at-risk youth, helping them to access resources in their community of origin if possible.
- Implement service delivery that aligns with national best practices and HSDC values. Insure that daily interaction with youth is infused with basic life and coping skills.

- Strategize Executive Director to overcome special challenges unique to this service population. Research and share awareness of the community's expanding resources.
- Actively participate in in-service trainings, regular staff meetings and available community trainings.
- Create and foster a healthy, collaborative, and safe work culture.
- Coordinate with Coordinator and Director for any literature for distribution that represents HSDC.
- Elevate any issues of liability, health and safety or legal risk to Executive Director.
- Actively report any inappropriateness witnessed to the proper authorities.
- Comply with agency, local, state, and federal policies and procedures.

Qualifications:

- Master's Degree in Social Work, Marriage and Family Therapy, Professional Counseling or another Human Service field
- AZBBHE licensure or comparable is preferred (but not required), or eligibility for licensure
- Clinical background preferred
- Extensive knowledge of community resources
- Experience working with youth and young adults
- Knowledge of child welfare, substance abuse, and mental health
- Valid AZ Driver's license
- 100/300 level car insurance required
- Level One Fingerprint Clearance Card or the ability to obtain one
- Proficient knowledge of current Windows operating system, MS Word and Excel

Contractual: \$50-65/hour DOE

The HSDC is an Equal Employment Opportunity Employer in compliance with Title VI of the Civil Rights Act of 1964, Civil Rights Act Title VII of 1972, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. HSDC does not discriminate on the basis of race, color, religion, national origin, sex, disability or age in employment or in any of its educational programs or in the provisions of benefits and services to students.

TO APPLY:

Please send your cover letter and resume to:

Dr. Centáe Richards: executive@humanservicedevelopment.org.

No phone calls please.