



POSITION VACANCY

Delaware Center for Justice

Seeks Case Manager for Community Reintegration

Services Program

This is a full-time position

The Delaware Center for Justice (DCJ) seeks two full-time Case Managers for its Community Reintegration Services Program (CRSP). Case Managers will be located at the Kent and Sussex County Probation Offices and work in partnership with existing staff in New Castle County.

About the Delaware Center for Justice

The Delaware Center for Justice, Inc. is the leading non-profit organization in Delaware committed to transforming the quality of justice through advocacy, policy, and practice.. What began as the Prisoner's Aid Society in 1920 has evolved into an organization that currently serves both adults and youth who are justice-involved – transforming the delivery of justice in Delaware and implementing programs that facilitate fresh starts for victims of crime, youth at risk, and the incarcerated. We are a diverse staff with one vision – to continue the legacy of making a difference in Delaware.

In pursuit of a higher quality of justice, DCJ focuses on issues and actions impacting the criminal justice system, including:

- Conditions of confinement
- Alternatives to incarceration
- Re-entry initiatives for incarcerated populations
- More cost-effective & efficient use of limited corrections resources
- Legislative reform
- Meeting the needs of victims of crime
- Crime prevention & intervention programs

About the Community Reintegration Services Program

The Community Reintegration Services Program (CRSP) provides case management support and other crucial services that foster successful reentry among individuals exiting prison who are currently on probation. Services that DCJ assists the client in coordinating include housing assistance, job search assistance, identification acquisition, educational/vocational placement, life skills and social support, and family reintegration. Clients are

typically un-employed or under-employed probationers referred by probation officers from the Kent and Sussex County Probation Offices. In addition to job placement/job search assistance, case managers assist clients-with housing referrals and placement, clothing and food assistance, and with rebuilding positive family and social ties. CRSP staff hold Cognitive Behavioral Therapy sessions geared toward clients and work with a number of therapists and psychologists to provide workshops and programming to clients at the probation & parole offices. Additionally, CRSP case managers provide referrals to mental health and substance abuse treatment programs and assist clients with obtaining the necessary medications needed to survive and to thrive. DCJ also accepts juveniles into the CRSP program in addition to adult offenders. CRSP seeks to offer services that will empower the client, improve the client's stability and independence, reduce the client's likelihood of reoffending, and improve community safety by reducing recidivism.

Duties & Responsibilities

Duties will include-

- Provide in-depth, wrap-around case management services to individual clients referred through the Probation Department
- Perform needs assessment with each client and create appropriate case plan
- Manage a caseload of individuals who have recently exited prison and are currently on probation
- Coordinate services and actively place clients at relevant job training programs, housing sites/programs, employment sites/programs, social service programs, and substance abuse and mental health treatment services
- Link clients to healthcare/mental health services and assist in client's resource utilization by accompanying clients to off-site programs, job sites, and social service providers
- Provide frequent client follow-up contact and support via phone, off-site visits, or office visits
- Communicate with the courts and probation and parole and advocate during court proceedings when needed
- Conduct individual sessions with clients, both at intake and at regular intervals while cases remain active
- Transport/accompany clients to appointments when necessary
- Provide monthly reports to probation and management team based on client progress
- Assist in Facilitating Cognitive Behavioral Therapy (CBT) sessions and assist with workforce development classes
- Attend CBT Trainings and Professional Development Trainings on working with offenders
- Evaluate client progress
- Network with outside agencies for services (i.e., employment, job training, housing, etc.)
- Track and update client information using database program and submit monthly and quarterly reports to DCJ and DOC leadership

Qualifications

The successful candidate will possess the following qualifications:

- Must have a strong work ethic, a positive attitude, and good sense of humor
- Must express a basic belief that people can change in positive ways
- Demonstrated ability and desire to offer marginalized individuals a high quality of service
- Documented history of serving at-risk populations including homeless individuals, communities in poverty, at-risk youth, and/or justice-involved youth or adults
- A Bachelor's degree or relevant work history is required; Master's degree in human services / social work or other related field is preferred;
- Strong interpersonal, communication, organizational and writing skills are essential
- Ability to motivate and establish therapeutic alliance with clients
- Knowledge of, and demonstrated skills in, clinical counseling such as motivational interviewing and strengths-based case management, as well as training in conducting Cognitive Behavioral Therapy
- Three years experience performing intensive social service case management is desirable
- Computer literacy required (ability to compose and send emails, draft client case notes, use an internet-based database system, compose documents in Microsoft Word, and perform basic internet research)
- Ability to work independently and as part of a team
- Ability to multi-task and effectively manage work at different sites (in-office and off-site)

Compensation & Benefits

This position is offered as a full-time exempt position (37.5 hours per week). DCJ offers a competitive package of employment benefits including health insurance, life insurance, and disability insurance. DCJ offers free parking and reimburses staff for on-the-job vehicle mileage.

Application Instructions

To apply for this position, please send a cover letter (containing available start date) and resume to Jessica Alicea at jalicea@dcjustice.org. Please write *Community Reentry Case Manager Position* in subject line of email. No fax or mail applications, please.