

JOB ANNOUNCEMENT

Social Worker

By providing holistic legal services and engaging in national public policy advocacy, the Tahirih Justice Center (Tahirih) works to promote access to justice in the United States for immigrant women and girls who are fleeing violence. Tahirih is a Bahá'í-inspired nonprofit organization that offers pro bono representation to women and girls seeking protection from such gender-based human rights abuses as domestic violence, sexual assault, human trafficking, female genital cutting, honor crimes, and forced marriage. Winner of the 2007 Washington Post Award for Excellence in Nonprofit Management, Tahirih has a staff of 28 with offices in Falls Church, VA; Houston, TX; and Baltimore, MD.

Position Summary: Tahirih is currently seeking to hire a full-time Social Worker for its Virginia office. This position has the overall responsibility of providing holistic case management services to Tahirih's clients, outreach to social service providers, coordination of the pro bono medical network, and programmatic development for the program. An ideal candidate will have 2-5 years of case management experience and project management skills. Additionally, s/he will be detail-oriented, self-motivated, responsible, empathetic, and have a high degree of multi-cultural competency.

Primary responsibilities will include:

Clinical case management responsibilities:

- Conduct social service, mental health, and medical assessment for Tahirih clients
- Provide crisis intervention and safety planning to clients
- Coordinate therapy, physician, and other appointments for clients
- Provide information and referral for staff on housing resources, food banks, counseling, money management, family law, medical, and other social service needs
- Assist with accessing miscellaneous social services and public benefits, i.e. SS cards, ID, etc.
- Assure that clients receive help with safety planning, housing, transportation, translation, protection orders, health services, counseling, education, employment, family law, and public benefits
- Call clients bi-monthly to provide follow-up, supportive counseling, and additional referrals
- Advocate on behalf of Tahirih clients to ensure timely response to client's legal and social needs
- Collaborate with lawyers, case workers, social workers, and doctors to provide services to clients
- Write letters of support for immigration and family law cases

Programmatic responsibilities

- Coordinate pro bono medical network
- Supervise social work interns
- Coordinate volunteers and volunteer interpreters
- Update policy and procedure manual
- Conduct outreach and develop relationships with local social service agencies, shelters, and medical providers

- Maintain referral guide and list of available resources
- Attend weekly legal strategy meetings
- Create and maintain a client filing system

Fundraising and Communication

- Contribute to the development of grant proposals and reports
- Occasionally attend meetings with potential funders
- Provide client stories and articles for periodic Tahirih publications
- Generally promote Tahirih and its work

The ideal candidate will have the following qualifications:

- 2-5 years of experience in the practice of social work, including significant experience in case management and/or providing direct services to clients, preferably to survivors of human trafficking, trauma, torture, domestic violence, and/or sexual assault within immigrant communities
- A master's degree in Social Work, Counseling, Public Health or equivalent discipline
- Foreign language skills required, Spanish preferred
- An advanced understanding of the dynamics of domestic violence, the etiology and treatment of trauma and related mental health conditions, and the skills to support goals related to safety, empowerment, and recovery from trauma
- Ability to manage stress, multitask, handle a large case load, and work in a fast-paced environment with people of diverse life experiences and cultural backgrounds
- Demonstrated ability to develop supportive relationships with clients, and to approach work with a style that fosters connection and trust
- Knowledge of ethnic communities in the greater Washington, DC, area is helpful and familiarity with the local social service delivery system is preferred
- Project management and best practices experience

Annual salary and benefits: Annual salary is \$40,000 to \$48,000 depending on experience (must have substantial work experience to be considered for higher end of salary range). Generous benefits including: 15 days of paid accrued vacation during the first year (20 days of vacation after the first year), additional week of vacation between Christmas and New Years, flex-spending account, sick and parental leave, fully-paid health and dental insurance coverage, 403(b) plan, in-house training programs, staff enrichment retreats and other professional development opportunities.

Submissions: Please email a cover letter, resume, and a list of 3 references to:

Human Resources Department
 Tahirih Justice Center
 6402 Arlington Blvd., Ste. 300
 Falls Church, VA 22042
justice@tahirih.org
 Fax: 571-282-6162

Please note: Candidates applying must have work authorization in the U.S.

The Tahirih Justice Center is an equal opportunity employer which does not discriminate on the basis of race, national origin, religion, age, color, sex, sexual orientation, disability or veteran's status, or any other characteristic protected by local, state or federal laws, rules or regulations. Tahirih's policy applies to all terms and conditions of employment.