



GEORGIA CARE CONNECTION OFFICE, DBA GEORGIA CARES, INC.

Job Posting for Open Position

Care Coordinator

DESCRIPTION OF ORGANIZATION:

Georgia Cares is the single, statewide victim service agency connecting services and treatment care for victims of child sex trafficking, otherwise known as Domestic Minor Sex Trafficking (DMST). As a 501(c)(3) nonprofit organization, Georgia Cares identifies, screens, and connects DMST/CSEC youth to appropriate and specific services and works with the youth throughout their journey of treatment and restoration. Georgia Cares believes that youth who have been exploited can be restored to safety, health, and well-being when they are recognized as victims of sexual abuse and supported with appropriate treatment. Our mission is to ensure that DMST victims receive quality care and services in the state of Georgia. It is our vision that DMST is one day eradicated, and survivors of DMST are able to thrive with the help of trauma-informed treatment. Georgia Cares is located in North Atlanta; however, we serve youth in all 159 counties in Georgia.

DESCRIPTION OF POSITION:

Georgia Cares, Inc. (Georgia Cares) seeks a qualified candidate to serve in the position of Care Coordinator. The Care Coordinator for Georgia Cares is responsible for the coordination of services, communication with youth and service providers, and the assessment and monitoring of confirmed victims of DMST. The Coordinator assesses the involvement and trauma history of the youth and works with the youth to create a Care Plan to achieve restoration and treatment. The Coordinator is responsible for adherence to the Individualized Care Plan, coordinating services, and monitoring youth progress. The Coordinator is intended to be a constant support for the youth, throughout their continuum of healing and restoration.

Georgia Cares seeks a candidate who is dependable, hardworking, and invested in making a long-term impact in supporting the statewide response to child sex trafficking. The ideal candidate would demonstrate strong work ethic, empathy and experience working with youth and families, and proficient organization skills. The position requires a candidate who is dependable, organized, and demonstrates respect in working with youth and families. A demonstrated commitment to cooperation and collaboration with the Georgia Cares staff is expected. The candidate would also possess strong time management skills, prioritization, and experience with vulnerable populations. This position is a full-time position and will be a fieldwork/telework position, meaning that the position will be in the field working with clients and working from home. After a 3-month training and orientation phase, direct service employees are permitted to work remotely and report to the administrative office 4- 6 days per month. This position will include travel around the state as our youth service area is statewide.



This is a full-time, 40 hours per week position.

DUTIES INCLUDE:

- Manage the Care Planning, Case Monitoring, Case Closure, and Follow Up Phases of the Georgia Cares Curriculum.
- Deliver trauma-informed services within an intensive Case Management framework to each youth on your caseload.
- Complete an Individual Care Plan for each confirmed victim with Georgia Cares. This includes recommending and linking the child to services, intervention, resources, and placement.
- Engage with potential community service providers that will support youth served through Georgia Cares; act as a liaison to partners/service providers for the youth; make referrals as needed.
- Maintain bi-monthly, in-person contact with each youth in accordance with the Curriculum and conduct monthly reviews of service plans. (min 2 visits per month)
- Deliver the evidence- and research-based Seeking Safety modules to youth in accordance with the Georgia Cares Curriculum.
- Conduct surveys and assessments with youth to determine quality of services and improved youth outcomes.
- Ensure proper reporting and documentation of services, contacts, and communications with family and outside providers. This includes entering case notes to the Collaborate system within three business days of contact.
- Provide juvenile court advocacy for youth, as needed.
- Prepare and update weekly, monthly, and quarterly summary of cases and other information as needed.
- Participate in bi-monthly staff meetings, team meetings and individual supervision.
- Engage in case review meetings, peer review, case audits and the MDT on a monthly basis.
- Research new providers for services to CSEC youth on a monthly basis.
- Support and promote Georgia Cares Mission, Vision, and Strategic Priorities by adhering to the agency's Guiding Principles both internally and among the community.
- Perform other duties as assigned.



MINIMUM REQUIREMENTS:

- Must have a Masters Social Work degree
- Licensed Clinical Social Worker (LCSW) or Licensed Professional Counselor (LPC), or Licensed Marriage and Family Counselor (LMFT) preferred
- Must have a minimum of 4 years of experience.
- Experience with DMST, Human Trafficking, working with vulnerable populations, volunteer management, and communications will be given preference.
- Must pass a background check and criminal records fingerprint check
- Must possess a reliable vehicle and be willing to travel throughout the state of Georgia
- Preference given to candidates in the following counties/area:

Chatham (surrounding counties)

Jefferson (surrounding counties)

Burke (surrounding counties)

Bulloch (surrounding counties)

Metro Atlanta

BENEFITS:

- Georgia Cares pays for 70% of an employee's health, dental and vision insurance per the organization's insurance policy.
- Georgia Cares offers a desirable PTO policy with 7 agency holidays, 120 hours of Paid Time Off and 40 hours of Sick Leave.
- Georgia Cares offers a desirable benefits package to also include a paid maternity leave policy of 6 weeks, and a Retirement Package to eligible employees.
- At Georgia Cares, you will have the opportunity to work for the Nation's first statewide organization serving child sex trafficking victim and will be a leader in the field of human trafficking.

START DATE:

The ideal start date for this position is April 1-May 1, 2020.

SALARY RANGE:

The full-time position salary range is \$30,000- 36,000 based off experience.

TO APPLY:

To apply, please send a cover letter and resume to admin@gacares.org