



Ensuring that child sex trafficking victims receive quality care and services in the State of Georgia

GEORGIA CARE CONNECTION OFFICE, DBA GEORGIA CARES, INC.

**Job Posting for Open Position
Contracted Assessor**

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 Contract Assessment Coordinator. Georgia cares seeks candidates with flexible schedules, and ability to travel throughout the state of Georgia. This position requires assessments of identified youth within a 24 hour response time. This contract position will pay per completed assessment, within the 24 hour timeframe, pays a daily rate for administrative meetings, and also reimburses for travel expenses.

The Contract Assessment Coordinator for Georgia Cares is responsible for the in-person assessment of youth referred to Georgia Cares to determine confirmation as victims of CSEC/DMST. The Contract Assessment Coordinator assesses the involvement and trauma history of the youth. The Contract Assessment Coordinator is also responsible for interacting with and educating partners on how to make referrals to Georgia Cares, as well as participate in partner meetings as needed to increase collaboration and communication. 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. The candidate would also possess strong time management skills, prioritization, and experience with vulnerable populations. This contracted employee must possess a reliable working vehicle, has availability during specific times during the workweek and weekend, and is willing to travel. This is a contract position and requires a flexible schedule to accommodate a 24-hour response time from when a referral is received. This position will require travel throughout the state (mileage is reimbursed).

DUTIES INCLUDE:

- Complete assessments for youth referred to Georgia Cares within the 24-hour timeframe.
- Confirm exploitation and/or trafficking history through the assessment tool in order to ensure Georgia Cares is serving confirmed victims.
- Refer all “not confirmed” youth to appropriate partners or services outside of Georgia Cares.
- Complete an Assessment Outcome Template Form for each confirmed victim and provide a copy of the report to DFCS (if DFCS is the guardian) within 24 hours.
- Complete Re-Assessments for youth in the Care Coordination program, as assigned.
- Complete all summary, notes, and forms related to the assessment within 3 days of the completed assessment visit.
- Engage with potential community service providers that will support youth served through Georgia Cares.
- 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.
- Participate in monthly team meetings and individual supervision (in person or by phone).
- Serve at least 1 weekend on-call shift per month.
- Support and promote Georgia Cares Mission, Vision, and Strategic Priorities by adhering to the agency’s Guiding Principles both internally and among the community.

MINIMUM REQUIREMENTS:

- Must possess a master’s degree in Social Work or Counseling.
- Must possess licensure in the State of Georgia or ability to be licensed within 60 days as LPC, LMSW, or LCSW.
- 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 will be given to candidates living in Metro Atlanta area.

SALARY RANGE:

This is a contract position with no benefits. Contractors will be paid a rate of \$150 per completed initial assessment/documentation, \$100 per completed re-assessment/documentation, outreach and documentation of cases submitted for closure, \$75 per On-Call weekend shift completed, travel expenses, and an hourly rate of \$10 for administrative meetings.

TO APPLY:

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