

**Child and Family Charities
Job Posting
Maternity Group Home Program
Care Coordinator**

Position Summary : To support pregnant and parenting homeless youth and their dependent children in achieving economic self-sufficiency through safe and stable permanent housing; improved education status; increased income; expanded social networks and permanent connections with positive caring adults; accessible health care; and developed nurturing parenting skills.

Qualifications:

- A minimum of a Bachelor's Degree in Social Work, Psychology, or other human services field
- A minimum of 2 years of experience providing direct services to at-risk youth and/or families
- Able to demonstrate cultural competency (street youth, pregnant/parenting teens, LGBTQ youth, etc)
- Strong written and verbal communication skills.
- Working knowledge and effective use of community resources
- Strong computer skills (Outlook, Word, Excel, databases)
- Valid driver's license and personal vehicle available for use during work hours as needed
- Flexibility of work schedule to meet the needs of the clientele.

Specific Duties and Responsibilities:

- Provide confidential crisis intervention services to runaway, homeless, and street youth and their family members who have contact with the agency
- Conduct immediate needs assessments and provide basic care items and referrals to meet those needs.
- Create individualized Care Plans with youth that promote long-term safe and stable housing
- Coordinate services with community partners to meet the needs of the youth and their dependent children
- Act as the liaison between the youth, CFC, and the landlord to pay rent, follow lease, and prevent eviction
- Create and monitor a monthly family budget with the youth
- Guide the Life Coaches to help youth improve life skills as identified in assessments
- Help youth apply for mainstream benefits they are eligible for to meet family budget needs (i.e. Medicaid, MIChild, Child Care, WIC, SNAP, Cash Assistance, Emergency Funds)
- Help youth secure safe, affordable Child Care for use during education and work
- Transport youth to important appointments and assist with Child Care during appointments, as needed
- Facilitate monthly social and volunteer activities for all residents and prior program participants
- Help youth secure permanent safe, stable, and affordable housing
- Engage youth in aftercare planning for ongoing needed services post-shelter.
- Maintain 24-7 on-call coverage one week each month for youth experiencing emergencies.

To Apply: Submit cover letter and resume to:

Child and Family Charities
Director of Administration,
4287 Five Oaks Drive
Lansing, MI, 48911
liz@childandfamily.org

Child and Family Charities is an Equal Opportunity Employer

We value diversity, cultural competence, and teamwork

Posted: 10.06.2017