



## **Education Support Caseworker**

### **Introduction**

Edmundite Missions has served the poorest of the poor since 1937 and continues to address the challenge of systemic poverty prevalent in Selma and in the Black Belt region of Alabama. We believe that each person is made in the image of God, imparting dignity to every person we serve. Our programs the most urgent needs of the community while also promoting the empowerment of people by achieving poverty eradication through educational and employment opportunities. We continually innovate to ensure both the short and long-term success of our fight against poverty.

We are looking for an individual with the passion and enthusiasm to join an exceptional team of compassionate and dedicated individuals who seek the greater good for all those we serve here in the Deep South. This is a full-time position with a possibility of modified hours. Compensation will be commensurate with experience. We offer excellent benefits including medical and dental insurance plan, vision plan, employer-paid short- and long-term disability, life and accidental death & dismemberment insurance, 401k plan with a generous 5% employer contribution, paid holidays, and paid time off (PTO) days.

### **Job Description**

The Education Support Case worker will provide coaching/case management and social-emotional support training to participants in the vocational education programs of Edmundite Missions as well as to the youth and families participating in the New Possibilities Youth Program (NPYP) and especially its academic program, The Academy. The position will coordinate closely with Edmundite Missions education partners, particularly Wallace Community College Selma (WCCS). The position reports to the Missions Director of Catholic Social Ministry but coordinates closely with the Missions Director of Training and Vocational Education.

### **Responsibilities**

#### ***Social Services Service Provision***

- Interview and assess clients regarding their current condition, needs, strengths and weaknesses and assist in creating and maintaining a system of distributing resources to applicants to assist with education support needs
- Distribute and track resource distributions as needed
- Plan, coordinate, and provide case management services to support clients' needs and navigate barriers
- Monitor and evaluate program participants progress in the Missions programs and modify their individual plans accordingly
- Offer information and coaching regarding possible action steps to be taken during case management sessions
- Refer clients to community resources to help them overcome barriers/link to resources to support success
- Implement psychoeducational individual and group sessions to enhance and develop employment skills



- Complete home visitations as needed for individuals in the NPYP, Academy and vocational education and training programs
- Conduct individual mentoring, group Basic Living Skills classes to Youth in the NPYP and Academy programs and support educational initiatives of interns (i.e providing social services case advice/support, co-leading a group, etc.)
- Maintain the confidentiality of Edmundite Missions clients' and staff

#### **Performance Reporting**

- Maintain accurate records and documentation of all services provided
- Maintain data on education services in the Missions performance database
- Assist with preparing reports on performance for program supporters

#### **Other**

- Support Catholic Social ministries initiatives and tasks
- Complete other duties as needed and determined by the Catholic Social Service Program Director and the Director of Vocational Education

### **QUALIFICATIONS**

#### **Characteristics:**

- Social perceptiveness and empathy
- Ability to build and maintain professional helping relationships
- Ability to relate and communicate with diverse population and groups
- Resilience along with ability to assess situations
- An unquestionable personal code of ethics, integrity and trust
- Appreciation of the Catholic Church, its teachings and traditions
- Personal compassion for and commitment to those in need and respect for all individuals irrespective of their personal circumstances
- Strong verbal and written communications skills

#### **Requirements**

- Resident in Selma or surrounding community
- Proven work experience in the social services field
- BA or BS degree in a social services field – for example social work or psychology from an accredited university. Licensure or ability to become licensed with –in 6 months in respective discipline preferred (Examples: LBSW, ALC, LMSW, LPC or LICSW)
- Some travel will be required to the Missions Rural Site in Mosses, AL (about 30 minutes outside of Selma) and to the campus of WCCS to meet with students.
- Fully vaccinated against Covid-19
- Willing to submit to background checks

Salary commensurate with experience

Submit resume via email to [hr@edmunditemissions.org](mailto:hr@edmunditemissions.org)