



JOB ANNOUNCEMENTS – March 2017

United Communities Southeast Philadelphia improves the quality of life for every generation and member of the multicultural community we serve by providing educational, advocacy, and social programs.

United Communities Southeast Philadelphia has a long and rich tradition of service to children, adults and families residing in Southeast Philadelphia. For the past 48 years, United Communities has carried out the original settlement mission to promote the educational and economic advancement of individuals and families within its host neighborhoods.

We work in a collaborative, team-based environment. United Communities is an Equal Opportunity Employer. Visit us on the web at www.ucsep.org.

Position:	Bilingual FES Case Manager
Classification:	Full-time (40 hrs); Non-Exempt; Salaried
Reports to:	Case Management Supervisor
Hours:	Monday-Friday; 9:00 AM – 5:00 PM
Department:	Family Empowerment Services (FES)

SUMMARY: The Family Empowerment Services Case Manager provides support and case management services to families and individuals. Conducts home visits to assess and ensure the safety and well-being of each child in their home environment; Coordinates care with other human service professionals as needed; Establishes goals with families and makes appropriate referrals to support these goals.

Qualifications, Knowledge, Skills & Experience - Essential:

- Bachelors degree in Social Work, Human Services or a related field
- Working understanding of child and family development
- Working understanding of community and resource development
- Ability to work collaboratively in a multi-disciplined environment
- Must be flexible and be able to work some evenings and weekends (when needed)
- Bilingual (English/Spanish) required
- Experience providing community-based social supports
- Experience using Microsoft Office Suite (Word, Excel, Outlook)
- Excellent oral and written communication skills
- Knowledge of South Philadelphia community and resources
- Three to five years experience in social work field

United Communities Southeast Philadelphia recognizes the role our staff play in our ability to fulfill our mission. As such, we seek highly qualified and mission-focused individuals to join our organization.
United Communities Southeast

Philadelphia is an Equal Opportunity Employer and does not discriminate on the basis of race, gender, ethnicity, religion, sexual orientation, national origin, age, physical or mental disability, or veteran status. United Communities offers full-time employees a very competitive benefits package. Part-time employees are eligible for paid time off benefits.

Interested candidates must send cover letter and resume to: jobs@ucsep.org or fax to 215.468.5573, ATTN: HR Department.