



JOB DESCRIPTION

Youth Case Manager

ABOUT RED HOOK INITIATIVE (RHI)

[Red Hook Initiative](#) (RHI) is a community-based nonprofit working to improve the lives of the more than 6,500 residents of Red Hook Houses, Brooklyn's largest public housing complex. RHI believes that the social change to overcome systemic inequities begins with empowered youth, and that change in communities should come from within. In partnership with community adults, we nurture young people in Red Hook to be inspired, resilient, and healthy, and to envision themselves as co-creators of their lives, community, and society.

Youth development, community building, and community hiring are at the core of RHI's approach to strengthen Red Hook's future. Our model gives young people and residents the tools, resources, and opportunities they need to interrupt the systems and barriers that perpetuate historic inequities for the community. Residents lead the way toward a more equitable, hopeful future.

RHI's programs include:

- **Youth Development:** RHI engages over 450 adolescents each year, from middle school through young adulthood, endeavoring to interrupt cycles of injustice and to build hope.
- **Building Community:** Working with Red Hook youth and adults to organize, exercise leadership to drive positive change for the community, and increase social cohesion to build a more resilient neighborhood.
- **Investing in Residents:** RHI hires locally and invests in residents who will improve their lives and the community in which they live. More than \$1.5M was earned in the last year by people from Red Hook.
- **Red Hook Farms:** A youth-centered urban agriculture and food justice program operating one of Brooklyn's original and largest farms. Red Hook Farms cultivates affordable, fresh produce and provides STEM and nutrition education, leadership development, and employment opportunities for local youth and residents.

Over our 20-year history, RHI's model and dedicated team have been nationally recognized for its innovative, place-based approach to social change.

Learn more about our mission, programs, and impact:

[RHI's 2021 Impact Report](#) further highlights our work with neighborhood allies to bring Covid-19 resources into the Red Hook community through a recovery plan that is rooted in healing and aims to improve outcomes across health, education, economic mobility, and food access.

THE OPPORTUNITY

Position: Youth Case Manager

Reports to: Adolescent Program Manager

Hourly Rate: \$25 - \$28

Status/schedule: 20 hours/week, non-exempt, 4:00pm-8pm 5x a week on site at RHI January 2022 through June 2022.

The Youth Case Manager role will assist Youth Leaders with gaining access to supportive services by providing direct and/or indirect services such as: Individualized Needs Assessment, Educational Advocacy Plan, HSE Referrals and Support, SEL and Life skills Instruction and Counseling, Social Work referrals, Employment and Transit Resources, Benefits Eligibility and Assistance including HealthCare Navigation.

KEY RESPONSIBILITIES



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The responsibilities of the Youth Case Manager include but are not limited to the following:

- Provides direct 1:1 supportive service for school aged youth aged 10yrs old - 18yrs old
- Develop and create a binder profile for the participant(s) to include all necessary documentation collected throughout the duration of service usage by the participant
- Ability to create and put forth action plans
- Provide comprehensive supports in completing direct linkages for participants to supports, programs and services needed for successful long-term living
- Provide referrals for evaluations needed to apply for NYS benefits/entitlements and additional services
- Provide hands on assistance in application processes for NYS benefits/entitlements including but not limited to OPWDD, Medicaid, Medicaid Waiver and SS(D)I from start to finish
- May provide advocacy services to obtain benefits and entitlements if/when participant is denied
- Collaborate with the RHI staff to provide wrap-around supports for the participants and their families
- Advocacy may be required
- Community outreach required, develop, and maintain positive relationships with potential referral partners
- Maintains program case notes and attendance records
- Attends staff meetings, training, and supervisory sessions, as required.
- Develops and maintains relationships with community services and resources.
- Performs all other duties as assigned

CANDIDATE PROFILE

The Youth Case Manager should possess the following skills, knowledge, and personal attributes:

- Excited about community-based youth development work & ability to work individually and as part of a team.
- Experience working in a case management support capacity with confidence in workshop facilitation
- Strong communication skills, both written and verbal.
- Proven ability to serve as a role model in an after-school setting.
- Ability to create and implement an educational plan.
- Ability to connect with people, provide needed support, demonstrate patience, and maintain a positive attitude.

Experience + Education

- High School Diploma or equivalent
- Bachelor's Degree Preferred or Pursuing BA Degree
- Experience tutoring for NYS regents preferred: Global Studies, ELA, Mathematics, etc. Case management experience at least 1 yr., preferred.
- Knowledge of NYC Public School Curricula and Common Core standards.
- Preferred at least 2-years' experience and knowledge of the New York City public education system, including special education, IEPs, and local and citywide educational resources. Strong understanding of benchmarks for academic promotion for grades 6-12 Computer skills; experience working with Google Office Suite and Salesforce.
- Residents of Red Hook preferred.



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COMMITMENT TO DEI + EQUAL EMPLOYMENT OPPORTUNITY

RHI actively engages individuals from all backgrounds and is committed to embracing diversity across all areas and aspects of the organization. We firmly believe that an atmosphere of civility and mutual respect towards individual differences and embracing an inclusive and equitable environment is indispensable to building a successful organization, contributing to a positive and meaningful employment experience for staff, and advancing the best possible outcomes for the clients served by RHI's programs. We are also committed to community hiring and supporting the job prospects of Red Hook residents.

As an equal opportunity employer, RHI is committed to providing employment opportunities to all qualified individuals and does not discriminate against any employee or applicant on the basis of race, color, national origin, religion, sex, sexual orientation, gender, gender identity and expression, disability, age, marital status, military status, veteran status, pregnancy, parental status, genetic information, or any other characteristic or basis prohibited by applicable law.

TO APPLY

Please email a cover letter and resume to: apply@rhicenter.org with 'Youth Case Manager' in the subject line.