



## **Job Announcement:** ***Bilingual Case Manager / Violence Intervention Specialist***

YOUTH ALIVE! BELIEVES THAT URBAN YOUTH HAVE THE INNATE CAPACITY TO STOP THE VIOLENCE PLAGUING THEIR COMMUNITIES. EVERY DAY, WE NURTURE LEADERSHIP AND LIFE SKILLS OF YOUNG PEOPLE AFFECTED BY VIOLENCE, IN OAKLAND AND THROUGHOUT THE U.S., BECAUSE ADDRESSING THE ROOT CAUSES OF VIOLENCE SAVES LIVES.

**Job Description:** Based in Oakland, but conducting training and advocacy at the state and national levels, Youth ALIVE! works to help violently wounded people heal themselves and their community. Our mission is to prevent violence and create young leaders through programs focusing on Prevention, Intervention and Healing. We are seeking an experienced **Spanish-speaking** case manager to be responsible for the provision of intensive case management and mentoring services provided by Caught in the Crossfire, Pathways, and Violence Interrupters -- the violence prevention/intervention programs of Youth ALIVE! that provide peer-based field visits and intensive follow-up services to individuals who have been hospitalized for violent injuries, involved in the criminal justice system, and/or identified by their school as being at-risk for violence. Youth ALIVE! is a non-profit organization dedicated to preventing violence and generating youth leaders in California communities. Services may include peer-based bedside visits and intensive follow-up services to youth who have been hospitalized for violent injuries; home and school visits; and communication and visits to the Juvenile Justice Center to connect with youth being released.

### **Job Responsibilities:**

- Provide intensive case management, mentoring and advocacy to highest risk individuals involved in violence, youth involved in Juvenile Justice System, and school-based services.
- Provide support to family and friends of youth;
- Provide client referrals to community service providers;
- Maintain intensive follow-up contact with clients, family, friends and service providers through home visits and telephone contact;
- Document consistently and accurately in records all contacts with clients;
- Conduct file reviews for Caught in the Crossfire and Pathways cases for quality assurance purposes;
- Attend weekly and monthly staff meetings as assigned;
- Represent Youth ALIVE! to the media, public officials, community leaders, etc. on strategies to prevent gun violence and improve services to youth;
- Participate in violence prevention efforts with other providers as assigned;
- Assist and/or co-facilitate youth support groups;
- Other responsibilities as assigned by supervisor.

### **Qualifications:**

- Demonstrated commitment to working with youth and adults up to age 35;
- Knowledge of urban youth issues, specifically youth violence;
- Bilingual Spanish-speaking;
- Demonstrated ability to work independently and as part of a team;
- Must have strong communication and organizational skills, and possess the ability to communicate effectively with staff members, clients, vendors and the public;

- Ability to work well with diverse populations;
- Punctual and extremely reliable;
- Highly organized and detail-oriented;
- Candidate must be computer literate;
- Must be able to present self and program in a professional manner;
- Flexibility to work evenings & weekends;
- Ability to work in stressful situations;
- High School Diploma or GED required; B.A. or B.S. preferred;
- Must have reliable car and DMV clearance;
- Applicants with personal experience in overcoming violence/ violence-related injuries/ the criminal justice system are especially encouraged to apply.
- A minimum of 2-3 years experience working with at risk young people (ages 14- 24) is required. A minimum of 2 years case management experience is strongly preferred.

**PHYSICAL DEMANDS / WORK ENVIRONMENT:**

- Talk, hear
- Clear vision at 25 inches or less to view computer screen and read documents
- Must be able to sit at desk and work on a computer for 4 hours/day
- Must be able to lift and carry 25 pounds
- Working conditions typical of an office environment
- Exposure to moderate levels of noise such as computers, printers, light traffic

**SALARY AND BENEFITS:** Salary DOE. Competitive salary and benefits package for a full time non-exempt position; occasional nights and weekends required. Benefits include: Medical/Dental/Vision/Vacation/Sick Leave/Retirement/Professional Development/Educational Reimbursement. Equal opportunity employer. Applicants with experience in law enforcement and/or formerly incarcerated/juvenile justice involved are encouraged to apply. Applicants with personal experience of violence exposure encouraged.

**TO APPLY:** Please send cover letter and resume by email to [jobs@youthalive.org](mailto:jobs@youthalive.org) . Please include your name and “Intervention Specialist” in the subject line and all attachments and include your salary requirements in the cover letter. Only complete applications (a cover letter and resume with name in subject line) will be reviewed.

Youth ALIVE! welcomes and actively seeks diversity in all its forms in our workplace.  
**Youth ALIVE! is an equal opportunity employer.**