



Voces Latinas Job Description

POSITION: Mental Health Case Manager – Full Time (35 hours per week)

SALARY: 50-55K

REPORTS TO: TBD

Mission: Originating as a woman’s volunteer organization, Voces Latinas was founded in 2003 with the mission to reduce the rate of HIV transmission and violence among immigrants Latinas by empowering, educating, and providing leadership trainings enabling them to use their voice and make healthier decisions for themselves and their families. Our reach expanded in 2011 to include all immigrant Latine groups including LGBTQIA+, day laborers, sex workers, undocumented, and other sub-populations often gone invisible yet also impacted by HIV and violence. As a direct services agency, Voces Latinas provides culturally responsive services that address immediate needs including intimate partner and gender-based violence, mental health issues, healthcare access, and HIV/STI prevention. Voces Latinas is unique in how we address the social determinants of health experienced by immigrant Latines including oppression, poverty, discrimination, threat of deportation, interpersonal violence, sexual violence, and survival sex. Our expertise lies in our identification and understanding of the immigrant experience and the barriers that come along with such an experience.

Voces Latinas serves over 5,000 immigrant Latines each year through its outreach and programs which include: HIV and STI counseling and testing; linkage to care; Spanish HIV educational workshop series; Saturday arts and crafts support group session for isolated immigrant Latinas; supportive case management and individual counseling for Latines who are vulnerable or living with HIV including access to pre-and-post exposure prophylaxis (PrEP and PEP); connection to culturally and linguistically appropriate services; providing Promotores (peer advocates) trainings yearly to become peer leaders; hold public forums and events; provide intimate partner violence prevention and intervention to immigrant Latines; community mobilization project which involves partnering with local businesses. VL also provides support to members of the LGBTQIA+ through HIV prevention services that includes HIV/STI testing and connection to PrEP and PEP.

Voces Latinas seeks a highly skilled Mental Health Case Manager to be responsible for overall coordination and connection of client’s social service, medical and mental health needs. This includes: client intake/assessment, referrals, client and organizational follow up, client accompaniment; ensuring linkage to services, client advocacy, working closely with the team. This position will require creating client action/service delivery plans, providing documentation and case notes in electronic health record, and working within a multidisciplinary team of program coordinators and staff to provide trauma informed and mental health services to Voces Latinas clients.

Essential Duties/Responsibilities:

- Assess for mental health needs and determine appropriate mental health services.
- Use trauma informed approach
- Conduct client intakes, client action plans, and referrals
- Provide short term counseling to individuals and family
- Provide client screenings for mental health conditions and substance use disorders, motivational interviewing, mental health first aid, and psychoeducation.
- Conduct crisis intervention
- Ensure service compliance

- Work collaboratively with partner agencies to assess and connect clients in need of mental health services
- Develop and maintain relationships with social service and mental health providers
- Conduct follow up services with clients and provide accompaniment when needed
- Provide presentations in the community, including to providers and clients and attend conferences
- Stay abreast of latest mental health information (health/immigration policy, scientific research).
- Complete and submit monthly reports to supervisor
- Other duties as required.

QUALIFICATIONS:

- Bachelor's degree in social work, counseling, psychology, or equivalent preferred
- At least 5 or more years of field experience
- Ability to provide trauma informed care services to individuals
- Group work experience
- Commitment to service as a personal value
- Sensitivity to and expertise with needs and circumstances of the immigrant Latine population including domestic violence, sexual assault, immigration, etc.
- Experience with individuals living with or at risk for HIV/AIDS or other life-threatening illnesses; individuals experiencing domestic violence and/or sexual assault and other issues related to diversity, marginalized populations, and trauma
- Experience working with and facilitating group discussions (groups dynamics)
- Excellent written and oral communication, organizational and time management skills
- Strong interpersonal skills, creativity, and flexibility.
- Ability to work independently and as part of a team.
- Competency in cultural humility and awareness of marginalized communities
- Competency with working with the LGBTQIA+ community
- Computer skills (Word, Publisher, Excel, ACCESS) and providing tele-health.
- Ability to read, write and speak English and Spanish *required*.

Voces Latinas offers a competitive compensation and fringe benefits package including health insurance, short term disability, family medical leave, and generous vacation/sick/holiday leave.

Voces Latinas is an equal opportunity employer and complies with all federal, state, and local laws which prohibits discrimination in employment. People of color, Afro-Latine, trans people, women, intersex people, people who have lived in poverty, people with disabilities, immigrants, and lesbian, gay, bisexual, and queer people are strongly encouraged to apply.

Please send cover letter and resume to:

Lissette Marrero, MSW – Human Resources at lmarrero@voceslatinas.org