



EMPLOYMENT OPPORTUNITY

Union Settlement Association, established in 1895, is one of the largest social service agencies in East Harlem. The agency provides childcare, after-school programs, youth development, college preparation, adult education (including ESL and GED), programs for the elderly, mental health services, and more. Union Settlement has approximately 400 dedicated employees who work from 18 different sites to serve over 13,000 local residents each year. In addition, two related entities – Union Settlement Home Care Services and Union Settlement Federal Credit Union – offer complementary programs and services to the community. For additional information about Union Settlement, please visit our website at www.unionsettlement.org.

Position: Counselor

Department: Youth Services

Reports to: Young Men on the Rise Program Coordinator

Hours: Full-Time, including some evening hours

Program Description:

The Youth @ Union Program is built on a foundation of academic skills enrichment, positive youth development, and the cultivation of informed and independent decision making. Recognizing the needs of the East Harlem community and its children, Union Settlement has created the Young Men on the Rise program. The Young Men on the Rise initiative is a combination of young fatherhood and Pre-GED services designed to address the needs of young men and fathers, ages 16 to 24. Program goals include preparing participants without high school diplomas to successfully pass the GED exam, increasing their engagement with their children, availability to their children, responsibility in their relationships and increased material financial support to their children. Services include pre-GED instruction in math and literacy, leadership development, individual, group and family counseling, mentoring, parenting skills training, mediation and conflict resolution, job readiness, and employment assistance.

Position Summary:

The Counselor will be responsible for the case management of program participants in the Fatherhood Program and Reconnect & Rise Program (Pre-GED). This includes counseling, crisis intervention, coaching, advocating, and assisting participants navigate through the many challenges they face including, but not limited to probations, custody, parental rights, shelter, health, education, and employment.

Responsibilities:

- Participant intake including enrollment, needs assessment, and service planning.
- Case management, and individual and group counseling for Fatherhood and GED program participants.
- Manage participant files for Fatherhood program participants.
- Facilitate weekly leadership training sessions for GED students.
- Generate statistical and narrative reports as needed.

- Produce program reports and evaluations of ongoing services.
- Conduct follow-up services as needed, including home visits, referrals, and advocacy.
- Weekly review of caseload, small groups, and activity groups with supervisor.
- Participation in at least one Youth Services programmatic committees.
- Attend and participate in monthly Youth Services staff meetings.
- Additional duties as assigned by Young Men on the Rise Program Coordinator and Director of Youth Services.

Qualifications:

- Preferred: Master's Degree in Social Work, Counseling or Psychology with a minimum of 2 years demonstrated experience in a youth development program conducting case conferences, case review/assessment, and case management of teens and young adults.
- Minimum: Bachelors Degree in Social Work, Counseling, Psychology, or related field, and at least 4 years of demonstrated experience working with at-risk teens and young adults.
- Ability to complete successful background, criminal records, fingerprinting, and reference checks.
- Expertise in several of the following areas: gang involvement prevention, teenage pregnancy prevention, addiction prevention, peer and dating violence prevention.
- Strong verbal, written, clerical, organizational, and problem solving skills.
- Strong computer skills.
- Demonstrated ability to perform multiple activities effectively in a fast-paced, challenging, and constantly changing environment.
- Knowledge of the challenges young men of color face in urban settings.
- Bilingual (English/Spanish) a plus.

To Apply:

Please send Cover Letter, Resume, Salary Requirements, and References to:

hr@unionsett.org

Please indicate Young Men on the Rise Counselor in subject of e-mail.

Submissions without salary requirements will not be considered.

UNION SETTLEMENT ASSOCIATION IS AN EQUAL OPPORTUNITY EMPLOYER