



SERVING. NURTURING. EMPOWERING.
Gay, Lesbian, Bisexual, Transgender & Questioning Youth

The Alliance for GLBTQ Youth coordinates a full range of quality services through partnerships with many Miami-Dade County service organizations. We serve youth, families and their communities while advocating for equal rights and status of all youth regardless of their real or perceived sexual orientation or gender identity/ expression.

JOB DESCRIPTION

<u>POSITION TITLE</u>	FAMILY SPECIALIST
<u>EFFORT</u>	50% (PART –TIME)*
<u>TITLE OF SUPERVISOR</u>	CLINICAL COORDINATOR

BASIC FUNCTION

Overall duties include: provide client-centered, strengths-based service and facilitate active client participation in care outcomes; connect families to appropriate, inclusive and affirming community-based services; monitor linkage to services; and advocate on behalf of clients to address barriers to care.

RESPONSIBILITIES AND SPECIFIC DUTIES

1. Provide direct care coordination of psychosocial services to families referred to The Alliance by providers and other community agencies.
2. Meet weekly with youth and/or families to manage care and track progress.
3. Complete initial intake, psychosocial assessment, and collect pertinent data from referral source in order to plan care in collaboration with Clinical Coordinator.
4. Develop and implement Family Care Coordination Plans in collaboration with family and in accordance with the model being used by the organization.
5. Collaborate with referral sources and agencies, to which clients are referred to, gather progress notes and follow-up evaluation data.
6. Maintain records and files to ensure accuracy, thoroughness, and compliance with The Alliance guidelines.
7. Upon termination, conduct final evaluation of progress and collect data from other involved agencies to insure quality of care.
8. Meet as needed with Care Coordinators and direct service providers to discuss cases and ensure that all youth clients are appropriately linked to all Alliance for GLBTQ Youth continuum services.
9. Conduct community outreach by attending community fairs and events that target parents and building relationships with individuals and systems with access to parents.
10. Coordinate and facilitate support groups for families of GLBTQ youth. A minimum of one monthly group will be coordinated and attended by at least one member per family of GLBTQ youth.
11. Other duties as assigned.

BACKGROUND REQUIREMENTS

Minimum of a Bachelor's Degree in social work, psychology, education, or a related field. Master's Degree preferred. Minimum of one year's experience in a related field. Must have familiarity and experience with the GLBTQ community.

OTHER REQUIREMENTS

Spanish & Creole speakers preferred. The ideal candidate will be a family member of a GLBTQ person. Knowledge of and/or willingness to learn about anti-oppression and anti-racist frameworks. Exceptional verbal and written communication skills. Excellent organizational skills with attention to detail. This position requires travel throughout Miami-Dade County; individual must have consistent access to reliable transportation and insurance.

TO APPLY

Send resume, cover letter, and three (3) references as a **single PDF** attachment to jobs@glbqtqalliance.org, SUBJECT LINE: Family Specialist: Nov2017. Please name the PDF file "Your Name_Family Specialist.Nov2017". Deadline to apply is **Friday, November 24, 2017 at 11:59pm EST**.

***Part-Time position. Potential to expand to Full-Time position within 12-months.**

The Alliance for GLBTQ Youth is proud to be an equal opportunity employer. People of color, women, persons with disabilities, and persons who are lesbian, gay, bisexual, transgender, queer or intersex are encouraged to apply. The Alliance for GLBTQ Youth maintains a policy of non-discrimination with respect to employees and applicants for employment. No aspect of employment will be influenced in any matter by race, color, religion, sex, age, national or ethnic origin, marital status, ethnicity, religion, sexual orientation, gender identity and/or expression, physical disability (including HIV or AIDS), medical condition, perceived physical disability or veteran status, or any other protected status. The Alliance for GLBTQ Youth seeks to employ individuals based upon their qualifications, experience, ability to perform the position responsibilities, and understanding of organizational mission. All applicants can expect a fair and completed evaluation of their application.