

Position Description

Position Title: Direct Services Specialist/Social Worker

FLSA Status: Exempt; Full-time

Reports to: Ohana Services Team Lead

JOB SUMMARY

Provides professional casework/case management, as well as group work or direct development services. Collaborates and partners with community to facilitate and coordinate the organization's effort to fulfil the Queen's mission to care for and ensure the wellbeing of the most vulnerable Native Hawaiian children and their 'ohana.

ESSENTIAL FUNCTIONS

- Collaborates with beneficiaries and communities to strengthen their abilities to remain healthy, strong and contributing members.
- Provides counseling to assist LT's beneficiaries addressing a variety of concerns and works closely with others across the system to create a change that is sustainable.
- Collaborates with teammates to identify problems affecting Hawaiian children and families, building on their strengths. Helps build the capacities of families, groups and communities.
- Documents progress on work plans and completes evaluations.
- Prepares for and attends court hearings providing written and/or verbal reports on behalf of a child and family.
- Provides long and/or short term case management services.
- Contribute to the overall mission of LT by serving on strategic, implementation, and/or special project teams/committees on an as needed basis to further focus, refine, or otherwise improve upon direct services, community building, or systems change.
- Provides direct child and family services to support programmatic needs as required.
- Understands, complies and supports LT's policies, procedures and mission.
- Performs other duties as assigned.

EDUCATION AND RELEVANT EXPERIENCE

Minimum:

- Master's degree in social work, human/social services, sociology or psychology or other relevant social services field. Or, an undergraduate in related field with at least five years of relevant experience will be considered.
- At least 1 year of experience in casework/management, group work or direct service related work.
- Ability to make accurate assessments, communicate effectively orally and in writing, and interact effectively with clients/beneficiaries and other professionals.
- Ability to work with the most vulnerable population.
- Knowledge of community resources and services.
- Must be able to work collaboratively with multi-disciplinary teams.

Licenses or Certifications

Minimum:

- Valid driver license, clean traffic abstract, and access to a privately owned automobile with valid no-fault insurance.

Preferred:

- Licensed: Social Worker, Marriage Family Therapist (MFT), Professional Counselor, Mental Health or Psychologist.
- First Aid and CPR/AED Certification.

Organizational Competencies:

- **Alignment with Queen's legacy:** Understanding and appreciation of Queen Lili'uokalani's story, her legacy and the Hawaiian Culture is foundational to staff's commitment to working with our Hawaiian children, families and communities. Demonstrates respect for and appreciation of Hawaiian values history, and culture, understanding its implication in one's work, in fostering meaningful relationships, and in embracing the community served.
- **Ho'omau i ka 'imi Na'auao (Continuous Learning and Improvement):** Committed to creating and reinforcing an environment of continuous learning and improvement.
- **Ho'ike i na Mana'o Pono (Effective Communication):** Communicates with those we serve and each other in a consistent manner that results in mutual understanding, harmony, and action.
- **No'ono'o loi (Critical Thinking and Problem Solving):** Actively and skillfully understands, conceptualizes, applies, analyzes, synthesizes, and/or evaluates information and develops and supports fact-based analyses and recommendations
- **Ho'o kumu a'e or 'Imi hakahia (Innovation):** Identifies and integrates creative ideas into new or existing services and promotes effective problem-solving.
- **Pilina Ho'ohana a me ka Hana Hilina'i (Building Relationships and Creating Trust):** Manages relationships to create optimal opportunities and move the organization forward.
- **Alu Like I ka Hana (Teamwork):** Works cooperatively and collaboratively with others throughout the organization in alignment with the organization's objectives.
- **Ho'onui I ka 'Ike (Capacity Building):** Encourages personal growth by exhibiting trust and a belief in the capacity of others.

PHYSICAL REQUIREMENTS

- Performs light physical work, including climbing, stooping, kneeling, crouching, reaching, and lifting up to 25 pounds. Exposed to outdoor climate and diverse terrain.

Terms and Conditions of Employment

As a condition of employment, employee will be subject to LT's policies and procedures.