

### Position Description

<b>Job Title:</b> Alaka'i Ho'āmana Social Worker/Direct Services Specialist	<b>Reports to:</b> Social Services Team Lead
<b>FLSA:</b> Exempt, Full-Time	<b>Aligned Executive:</b> Sr. Director, Social Services and VP, Chief Program Officer
<b>Kīpuka/Location:</b>	<b>Department:</b> Programs

#### Position Summary

Provides professional casework and group services. Works with community to facilitate and coordinate the kīpuka's effort to benefit Hawaiian orphan and destitute children within a cultural and assets-based philosophy. Directly responsible for the implementation of management and operating policies.

#### Essential Job 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.
- Develops and maintains strong positive relationships with individuals, families, groups, communities, staff and management.
- Provides in-depth counseling to assist individuals, families and groups addressing a variety of complex concerns. As needed, provides in-depth counseling/therapeutic services to the kamali'i (youth) as they participate in the micro, mezzo and macro levels of intervention (i.e. group work).
- Assists individuals, families, groups and communities in analyzing and strategizing methods to address identified needs that build upon their existing resources and strengths. Focuses on sustainability and self-sufficiency.
- Assesses individual and family situations to determine the ability of the family to provide a safe, nurturing home for the child(ren) and develops plans with the family to strengthen or remediate the situation.
- Social Workers that are licensed works directly with 'ohana (family) to provide permanency for beneficiaries in consultation with a supervisor. Completes home studies for adoption and guardianship cases. Prepares for and attends court hearings providing written and/or verbal reports on behalf of a child and family.
- Provides outreach services to individuals, groups and communities regarding Lili'uokalani Trust's programs and services.
- Works with individuals, families, groups and communities, establishes clear and achievable long and short-range goals, outcomes, indicators, and budget for projects. Appropriately documents information.
- Provides transportation for agency-related business; or driving staff, beneficiaries or families to assigned destinations.
- Facilitates leadership identification and development efforts within individuals, families, groups and communities. Encourages and develops them to assume increasing responsibility.
- Advocates, within agency parameters, for needed services or policy changes on behalf of individuals, families, groups and communities.
- Participates in program planning, budget development, revision, and evaluation.

- Actively works to promote and support kīpuka team lead including attending and participating in kīpuka meetings and other functions.
- Participates in continuing education and training opportunities for professional development.

### **Qualifications**

- Master's degree in Social Work, Psychology (or related social services degree and minimum two years post-Master's experience in casework/permanency planning and minimum one year community or macro level experience).
- Ability to work with the most vulnerable population. Required to have a TB clearance.
- Knowledge of community resources and services.

### **Licenses or Certifications**

- Hawai'i State Professional License (Licensed Clinical Social Worker (LCSW) or Licensed Social Worker (LSW), preferred).
- Valid driver license, clean traffic abstract, and access to a privately owned automobile with valid no-fault insurance.
- First Aid and CPR/AED Certification, preferred.

### **Job Competencies**

- Collaboration: Ability to interact effectively with youth, community partners, and multi-disciplinary teams. Knowledge of community resources and services.
- Ethical Practice: Models the highest level of ethics, integrity, LT values and social responsibility.
- Communication: Clearly conveys and receives information and ideas to individuals or groups that engages the listener and invites response and feedback. Demonstrates good written, oral, and listening skills.
- Cultural Competence: Respects and relates well to people from varied backgrounds and is sensitive to group differences. Experience working with at-risk youth.
- Relationship Management: Experience working with staff at all levels in a collaborative, environment; commitment and ability to promote and sustain positive workplace values and relationships.
- Interpersonal Skills: Ability to work well under-pressure, remain clam and controlled when face with difficult situation. Strives for immediate address.

### **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 hakuhia** (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.