



JOB ANNOUNCEMENT

GRYD CASE MANAGER

Bresee's mission is to battle poverty by empowering youth and families in Los Angeles with the skills, resources, and relationships necessary to thrive. We serve a densely populated, primarily immigrant Los Angeles neighborhood where youth and their families face multiple systemic and individual barriers to achieving success. Bresee strives to create an exciting, challenging, and rewarding work environment that allows our employees to flourish. We value integrity, community, resilience, life-long learning, and compassion.

SUMMARY: Reporting to the GRYD Program Director, the GRYD Case Manager maintains a caseload of 28 GRYD model youth, ages 10-15, who are highly at risk of joining gangs following the GRYD Model of Practice. The Family Advocate will lead the strategy team, working in partnership with the Youth Advocate assigned to the caseload to implement the GRYD Model for secondary prevention clients. The Family Advocate must be culturally competent and adept at working with family systems to facilitate family meetings and contribute to youth and families to reduce risk factors. The Family Advocate is also responsible for administering YSET-I's and YSET-R's, tracking and entering all data related to family meetings, and providing case management guidance for the other case managers.

ESSENTIAL JOB ACTIVITIES AND RESPONSIBILITIES:

(50%) Family Meeting Facilitation

- Conduct family meetings in person and work on genograms throughout the phases of the GRYD cycle.
- Hold parents accountable for attending family meetings with youth.
- Ensure each youth and family develop a plan of action based on assets/strengths, identify problem behaviors and possible solutions, and build family agreements.
- Cultivate positive social identity, positive parenting skills, and problem-solving skills
- Will conduct a minimum of three families per day.
- Will lead family engagement events four in the fall and four in the spring.
- Will need to conduct a minimum of ten individuals a month from case-load.
- Will conduct a minimum of three individuals per day from the secondary and primary from program case-load.

(25%) Strategy Team and Collaboration

- The Case Manager will lead weekly strategy team meetings with Youth Advocate to determine clients' progress in phases.
- Work with a team to ensure each enrolled student and family work through phases to achieve desired progress towards "graduation" and family celebration of achievement.
- Coordinate with other city service agencies and providers to provide appropriate referrals
- All team members will cross-train on the entire GRYD scope of work to work flexibly.
- Participate in the Summer Night Lights program and conduct YSETs as needed
- Participate in youth and family events and outside activities such as camps, field trips etc., as required
- Support with administrative tasks for the primary case-load.
- Support the Intake and Outreach Coordinator at community events and school visits.
- Mandatory participation is required during SNL programming.
- Extended hours may be required due family events and GRYD programming events.

(25%) Program Fidelity and Quality

- Maintain all records and data organized and input data promptly to aid in reporting and evaluation.
- Provide follow-up/reassessment (via YSET-R), collect outcome information, and assess “sufficient progress.”
- Collect the genogram and other indicators of improvement (school performance and self-differentiation) and overall growth in assets, strengths, and progress.
- Manage expenses associated with youth and family activities and submit invoices for participant-related costs on a timely basis
- Prioritize evening sessions to conduct family meetings between 2pm to 7pm to accommodate working class parents.
- City of Los Angeles expenditure procedures are to be followed.
- The GRYD handbook is to be read and understood in order to properly execute the principles of the program.
- Update data on a daily basis and work calendar to be updated on a weekly basis.
- Must communicate and report directly to Program Director on work activities

EDUCATION/EXPERIENCE/QUALIFICATIONS:

- Associates Degree, a must; Bachelor’s degree preferred
- Must have excellent English and Spanish verbal and written communication skills
- Must be highly organized and detailed oriented
- Must maintain a professional demeanor and sensitivity to participant and program data
- Demonstrate computer competency with Microsoft Office (Word, Excel, PowerPoint) and Google Suite
- Prior experience working with Bitfocus (Clarity), nFocus (Traxsolutions), Survey Monkey, and Slido, a plus but not necessary
- Must have outstanding communication, interpersonal relationship, and active listening skills
- Be flexible and open to changes
- Strong communications skills; a team builder
- Must be able to set priorities and be highly organized to meet deadlines with accuracy
- Able to efficiently process multiple projects at a time without sacrificing the quality of work
- Demonstrate flexibility when new assignments or changes are introduced
- Be self-motivated, reliable, a collaborative problem solver, and work independently
- Demonstrates sensitivity to multicultural issues and is comfortable working in an urban environment.

FLSA STATUS: Non-Exempt. Regular. Full-time. Occasional weekend and evening hours will be necessary.

COMPENSATION: \$60,000/annually

WORKING LOCATION: Location is based on a percentage of where work time is spent. In-office 75%, Out of office 25%. Indoors 85% Outdoors 15%. Hybrid, includes in-person and the option of remote work when available.

BENEFITS: Benefits include medical and dental coverage; vacation, holiday, and sick pay; group life insurance and 401k type pension plan. Bresee provides generous PTO days that include paid holidays, one-week Christmas holidays, vacation, sick pay, paid birthday holidays, and much more.

TO APPLY: Submit a cover letter, resume, and writing sample (not to exceed 1 page) to jobs@bresee.org with the Subject Line: GRYD Case Manager

DACA, women, BIPOC, and LGBTQIA+ people are encouraged to apply.

Bresee is an equal opportunity employer committed to a diverse and inclusive workforce. In addition, the organization will consider for employment qualified applicants with criminal histories in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring.