

Organization: **Youth & Family Services (YFS)**

Department: **Stronger Family Program**

Position: **Family Support Coach (Case Manager)**

Status: **Full-Time**

Reports to: **Stronger Family Program Manager**

Location: **Rapid City, SD**

**Work Schedule:**

Work Days: **Monday through Friday**

Hours/Week: **40**

Non-smoking work environment. Wage DOEQ. E.O.E.

**Benefits:** YFS strives to provide its employees with top-quality benefits. YFS employees are offered medical, dental, vision, long-term disability, and life insurance as well as multiple paid holidays, paid vacation and sick leave, 401K and retirement/pension options, and more!

**Minimum Qualifications:** Bachelor's degree in social sciences, education, or related field and two years of experience. Transport children as assigned and be willing to submit to random drug and alcohol testing in accordance with performance standards and the Substance Abuse/Misuse Policy for Safety Sensitive Positions & Employees Driving Children. Effective networking with community resources, computer/word-processing skills, good interpersonal skills. Current vehicle liability insurance and a valid driver's license required. Punctuality, dependability and flexibility.

**Essential Functions:**

- Provides Intensive support services to adults who have completed Active Relationships Curriculum (ARC) and their families.
- Provides families with strategies to improve current level of functioning and decrease negative behavior as well as one-on-one mentoring.
- Maintain a working knowledge of the needs of the client, and the ability to be responsive to those needs, including mentoring and role modeling for family functioning.
- Develop and maintain a detailed knowledge of and good working relationships with community agencies serving Family Support Coaching clients.
- Refer clients to individual and group services as needed to meet the case plan objectives.
- Submit required reports and success stories to supervisor.
- Preserve confidentiality of referral information and requests for assistance.
- Maintain fidelity of the program.
- Enter participation, service contacts, referrals, incentives, and program supports in nFORM.
- Coordinate and participate in special events to promote SFP and other YFS services to community members.

**Additional Functions:** Assess the individual needs of each participant. Attend meetings of community agencies that act as resources for families in need. Attend YFS staff meetings and trainings as requested by supervisor. Promote and support all YFS programs and services. Provide training to staff as requested by supervisor. Perform all other tasks as directed by supervisor. Act in accordance with purpose, philosophy, values, goals, policies, and procedures of YFS.

**Environmental Functions:** Must work flexible hours, including nights and weekends. Ability to lift up to 50 lbs.

**How to Apply:** For consideration, an application for employment must be submitted to the YFS Human Resource Department. Application may be downloaded at: <http://www.youthandfamilyservices.org/careers/>. Please note that resume only will not be accepted.

**How to Submit Application:**

By email

In person or by mail: Youth & Family Services, 1920 N. Plaza Blvd., Rapid City, SD 57702

Other location: One Stop Career Center

**Any questions? Call HR Team at 605-342-4195!**