

HOMES FOR CHILDREN – CASEWORKER

Position Assignment

Title: Homes for Children – Caseworker
Organizational Unit: Homes for Children
Recruited by: Director of Social Services
Approved by: Vice President of Campus Ministries

Working Relationships

Reports to: Director of Social Services
Staff Team: Director of Social Services, Caseworkers, Boothe Campus Director, and all Homes for Children staff

Basic Functions

The Caseworker plays a front-line role in the Homes for Children program of South Texas Children's Home Ministries (STCH Ministries). The Caseworker provides for the advocacy and development of children through the case management of children in the care of STCH Ministries Homes for Children program.

Basic Responsibilities

1. To meet and maintain STCH Ministries caseload standards and goals, as outlined by the Director of Social Services and Boothe Campus Director.
2. To take referrals, coordinate intake, orientation, and admission scheduling, as well as aftercare and discharge of students.
3. To develop and monitor service plans for each student.
4. To identify the needs of the students and families, regularly evaluate their progress, and advocate for the service needs of the students and families.
5. To have an active role in encouraging a growing relationship with Christ for each child.
6. To serve as a Christian minister of reconciliation for each student.
7. To coordinate individual, group, and/or family counseling/therapy as needed.
8. To maintain updated case records, files, and database records in an efficient manner.
9. To schedule and participate in reviews and team meetings as outlined in the Programs Manual.

Position Description

South Texas Children's Home Ministries



- 10. To network and function as a liaison between student and community services/referral sources.
- 11. To participate in continuing education opportunities, including agency in-service training, professional seminars, workshops, and conferences.
- 12. To be included on the on-call rotation.
- 13. To perform all other duties as assigned.

I, the employee, have read, understand, and agree with the position description for Homes for Children – Caseworker.

Employee Signature

Date

Employee Supervisor Signature

Date