



PO Box 285 • Corvallis, OR 97339  
PO Box 1984 • Albany, OR 97321  
1-800-901-2904  
[www.jacksonstreet.org](http://www.jacksonstreet.org)

**Position:** Outreach Case Manager (DHS)

**Purpose:** To provide a full continuum of care to youth, in Linn and Benton County, who are referred Child Welfare clients; guiding and assisting with personal growth and development, connecting with their community and families, and modeling positive behavior to improve the well-being of the youth.

**Qualifications:** Bachelor's degree in human services or equivalent field and minimum of two years experience in direct care with youth in crisis. Experience working with the Department of Human Services and other community based partners and social service agencies. An understanding and knowledge of adolescent developmental issues, evidence based practices, and alternative solution focused case management approaches to address objectives. Maintain an ability to work effectively both independently and as a member of an integrated team, relate effectively with youth, guardians, community, and referral sources; in a flexible, sometimes stressful, un-structured work environment. Demonstrate cultural sensitivity and ability to work with people from diverse cultural backgrounds, maintain confidentiality, engage in respectful and collaborative problem solving, and present with professional appearance appropriate to the position. Must be able to pass a criminal history check, have a valid Oregon driver's license, have an acceptable driving record, maintain auto insurance, and be able to make at least a one year commitment to Jackson Street Youth Services. ***An applicant who is a QMHA, bi-lingual/bi-cultural, and/or a One Circle facilitator is preferred.***

**Specific Duties:**

*Direct Care-*

- Model good communication skills
- Engage in the surrounding communities to build relationships and understanding of local culture, geography, demographics, needs, and economic conditions
- Develop one-on-one positive and trusting mentor relationship with youth
- Provide structure, guidance, and cues to reinforce patterns of learning and helping the youth develop an understanding as to how things relate to each other
- Conduct case management;
  1. Complete assessments (using the Ansell Casey Life Skills Assessment) to determine and develop service plans based on identified needs
  2. Effectively evaluate youth progress and make adjustments to service plans, as needed
  3. Assist youth with formulation and implementation of goals (using the Winning Futures Curriculum)
  4. Engage in an array of academic and enrichment activities, including dropout prevention
  5. Advocate for youth and their families within identified needs
  6. Participate in youth focused meetings

*Jackson Street helps youth 24/7/365*



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7. Help provide RHY access to resources
8. Conduct mediation/crisis intervention as needed
9. Assist with youth transition planning
- Provide basic life skills coaching and skill building;
  1. Assist youth in developing a positive attitude toward themselves and others, and to build self-esteem
  2. Engage youth in conversation using positive reinforcement and encouragement
  3. Assist client with increased impulse control, identification and labeling emotions, such as anxiety, and improving focus and attention
  4. Assist with building academic success

#### *Community Outreach-*

- Maintain relationships with local organizations, agencies, and businesses to provide services to RHY
- Consult with teachers, guardians, probation officers, and community professionals, as appropriate
- Attend required and scheduled meetings (YSTs, IEP/504, outreach expansion collaborations)

#### *Administrative-*

- Maintain records in accordance with Jackson Street standards
- Maintain communication with Department of Human Services assigned worker
- Write concise and complete services plans and progress records (following DASP format) in a timely manner
- Assist with billing documentation and requirements
- Input required statistics in databases
- Participate in training and professional development activities to meet position and program expectations
- Attend required and scheduled meetings
- Meet with supervisor as directed, this position is supervised directly by the Program Director

**Pay and Benefits:** This position starts at \$15.50 an hour and raises to \$16 an hour at the end of the training period. Jackson Street benefits include paid time off and holiday pay; employer-contribution toward medical insurance; voluntary dental, and vision plans; and participation in the OregonSaves retirement plan. Our employees have access to extensive learning and development opportunities related to youth homelessness, along with job-specific opportunities to improve professional knowledge and skills.

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