



247 West 37th Street
4th Floor
New York, NY 10018
Tel: (212) 265-6530
Fax: (212) 757-0571
www.settlementhousingfund.org

DREAMS Youthbuild and Young Adult Training Program

JOB DESCRIPTION

Job Title: Reentry Specialist
Department: D.R.E.A.M.S./Youthbuild and Young Adult Training Program
Supervisor Title: Senior Social Worker

Program Description

The D.R.E.A.M.S. Youthbuild program is committed to helping young adults become dedicated, responsible, educated, accountable, motivated and self sufficient, by assisting participants in obtaining their GED and securing full time employment in the areas of construction, health care, and technology. Along with our traditional YouthBuild Program, we recently were awarded an additional federal SMART grant to provide similar service to young adults ages 16 – 24 who are currently incarcerated, or have been released into specific census tracks in Brooklyn within the past year.

Both programs consist of: GED classes, construction training, computer classes, job readiness classes, life skills classes, job placement assistance, vocational and self development counseling, college preparation and placement assistance, mentoring, and community service activities. Youthbuild is a youth and community development program that simultaneously addresses core issues facing low-income communities: housing, education, employment, crime prevention, and leadership development. In Youthbuild programs, low-income young people work toward their GED or high school diploma, learn job skills, serve their communities by building affordable housing, and transform their own lives and roles in society.

Position Summary and Essential Functions:

Reporting to the Senior Social Worker, the Reentry Specialist's work will include meeting with clients and caseworkers at correctional facilities throughout the city and organizing individual transition plans for inmates committed to participating in the DREAMS YouthBuild program upon their release. This position will be responsible for providing continuing case management and counseling to participants throughout their engagement in the DREAMS program, and follow-up service once participants have completed the program and transitioned into an employment or post-secondary education placement. The Reentry Specialist will exercise substantial discretion and independent judgment in determining how to address program participant needs, as well as advocating on their behalf, and will keep the

Senior Social Worker apprised of significant decisions made. The Reentry Specialist works closely with the entire staff to build the youths' leadership skills.

Responsibilities

- Make presentations to community based organizations, Rikers Island, detention facilities, Department of Corrections, Department of Parole, Department of Probations, etc. to introduce them to the DREAMS Smart grant program.
- Conduct DREAMS introductory program overviews to engage inmates of Rikers Island, detention facilities, community based organizations, etc.
- Conduct screening, intake, assessment and short term educational and employment goal setting with committed program participants.
- Provide weekly counseling and case management services to individuals in the correctional facilities prior to entering the DREAMS program upon release.
- Work in concert with facilities staff to identify transition plans for inmates committed to participating in the DREAMS program upon release.
- Conduct lifeskills, leadership, and career counseling “primers” to inmates committed to participating in the DREAMS program upon release.
- Provide transition, counseling and case management services to discharged young adults once they enter the DREAMS program that are coordinated with probation and parole.
- As the active case manager post-release, provide holistic supports, as needed, to increase reentry success.
- Conduct regular reviews with the participants to determine progress and assist with any plan adjustments, if necessary.
- Consult with parole officers, providing all necessary information for the parole supervision plan.

Skills and Experience

- BA required.
- Demonstrated ability to connect with and be sensitive to persons who are/have been incarcerated.
- Experience working with young adults involved in the criminal justice system as well as knowledge of issues related to reentry.
- Demonstrate ability to maintain confidentiality with client information and the ability to exercise discretion and independent judgment with minimal supervision.
- Familiarity with concepts of Restorative Justice and experience integrating that philosophy into reentry programs.
- Ability to obtain clearance for and willingness to travel to correctional facilities.
- Able to conduct individual assessments.
- Crisis management skills.
- Strong Organizational Skills.
- Strong marketing and outreach skills.
- Strong verbal and written communication skills.

- Experience working with data-driven programming that produces results-e.g., reduced recidivism, higher rates of program participation, improved outcomes, etc.

Please send Resume and Cover Letter to settlementjob@gmail.com