ORGANIZATION SUMMARY:

Las Americas Immigrant Advocacy Center is a 501(c)(3) non-profit organization based in El Paso, TX serving the legal needs of immigrants and refugees in West Texas and New Mexico while advocating for human rights.

JOB SUMMARY:

The Social Worker is responsible for assessing clients and their families, and coordinating and planning programs and activities to meet their social and emotional needs.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES:

- Conduct psychosocial evaluations of Las Americas’ clients, both in the detention center and our office, and documenting results according to Las Americas’ standards.
- Ensure all mental health assessments and screenings are completed according to Las Americas’ policies.
- Ensure quality care for all clients and timely response to their needs, including crisis intervention.
- Screen for human trafficking concerns.
- Screen for domestic violence concerns.
- Screen for forced migration concerns.
- Coordinate with both the Las Americas Detained and Non-Detained Teams on caseloads and client needs.
- Provide reports needed for management.
- Attend all required meetings, internal and external.
- Maintain client information in accordance with Las Americas data entry procedures.
- Perform all duties in a safe manner.
- Follow the Las Americas confidentiality policies.
- Participate in, support, and facilitate client safety meetings, training, and goals.

EXPERIENCE, SKILLS, KNOWLEDGE, AND ABILITIES:

- Master’s degree in Social Work (MSW) required
- Bilingual in English and Spanish (Read, Write, and Speak) required
- Three years of supervisory experience preferred
Job Description
Las Americas Immigrant Advocacy Center

- Experience working with undocumented individuals, refugees, and/or survivors of domestic violence preferred
- Experience with assessment of Human Trafficking, abuse, and neglect preferred
- Active, valid and unrestricted license in Texas
- Excellent oral and written communication skills
- Flexibility and willingness to travel to detention centers
- Proficiency with computers, common office equipment, and MS Office
- Clean criminal background check

APPLICATION INSTRUCTIONS:

To apply, please send a cover letter and resume to jobsinfo@las-americas.org. Any questions may also be directed to jobsinfo@las-americas.org. While applications will be accepted until the position is filled, we anticipate we will begin conducting interviews in early/mid July 2019.

Las Americas Immigrant Advocacy Center is an Equal Opportunity Employer.