

## JOB ANNOUNCEMENT



**Position:** Bilingual Clinical Case Manager  
Children's Holistic Immigration Representation Project  
**Reports to:** Immigrants' Rights Supervising Attorney  
**Bargaining Unit:** Yes  
**FLSA:** Exempt  
**Type:** Full time

**Application Deadline:** Review of candidates will begin immediately and continue until the position is filled.

### Position Summary

The Immigrants' Rights Bilingual Clinical Case Manager will work in collaboration with an immigration attorney to serve unaccompanied undocumented minors through the State of California's Children's Holistic Immigration Representation Project (CHIRP). The primary role of the Bilingual Clinical Case Manager is to provide comprehensive, strengths-based behavioral health services to young people who immigrated to the U.S. as unaccompanied minors and who are identified by the CHIRP legal team. This position provides an essential bridge between legal and social services, addressing the barriers that the impact of mental health and trauma can cause on case management and legal services. This program will provide youth with resources and legal support to meet their basic needs and ensure their emotional and physical safety and stability. The program seeks to heal the wounds caused both by the experiences in their countries of origin that led them to migrate to the United States, as well as the trauma of the U.S. immigration legal system.

Though directly supervised by an attorney at Centro Legal de la Raza, the Bilingual Clinical Case Manager will receive close mentorship and substantive supervision through the Vera Project's Unaccompanied Children's Program. Weekly LCSW supervision will be provided to satisfy licensure requirements for associate mental health providers.

### Responsibilities:

The ideal candidate for this position is passionate about providing holistic services to migrant youth navigating the immigration legal system, many of whom lack meaningful or adequate support from an adult caregiver in the United States. Primary responsibilities will include:

- Perform comprehensive assessments of clients' psychosocial history, mental health status, medical needs, housing, education, food, and other daily needs. In collaboration with clients, develop a concrete action plan to accomplish objectives for case management, mental health, medical, and legal needs.
- Brainstorm and develop innovative cross-disciplinary approaches to serving the needs of unaccompanied children.
- Work collaboratively with immigration attorney(s) on an anticipated caseload of 30-35 clients (with variance on an as-needed basis), to provide crisis intervention, safety planning, support, and advocacy services by phone and in-person at numerous physical locations in Alameda County (including but not limited to: schools, court, appointments, and the Centro Legal

office), and provide life skill building and short-term mental health support for youth, including clinical support for case management tasks as listed below:

- Support youth with linkage to community resources as needed, including but not limited to: obtaining employment, housing resources, obtaining an ID, completing non-legal documentation, assisting clients in accessing social services, and applying for all eligible legal and social benefits, etc.
- Provide written documentation in support of legal cases, including declarations and/or litigation reports.
- Create and sustain relationships with community partners such as vocational programs, tutoring, mentoring, and housing programs, in order to link youth with community resources.
- Provide clinical consultation to legal staff on a range of clinical issues and best practices that impact the shared population, and facilitate and coordinate collaborative case conferences with clients and the legal team to ensure cohesion of social and legal services.

## **Qualifications**

The applicant must share Centro Legal's mission and vision of social, racial, and economic justice.

Qualifications include:

- Bilingual in Spanish and English (spoken & written) required.
- Advanced degree in social work, social welfare, marriage, family, and child counseling, counseling psychology, social psychology, or equivalent degree, or equivalent work experience, is required. Work experience in lieu of a master's degree includes, but is not limited to:
  - Knowledge, experience, and substantial familiarity with East Bay Area social service providers and experience connecting clients to such services (particularly those specializing in provision of services to children and youth);
  - Two or more years of experience providing case management, mental health, or social services to recently arrived immigrants who are navigating the immigration legal system;
  - Two or more years of experience working independently in the provision of services directly to immigrant youth or other young people who are trauma survivors and/or in crisis; and/or
  - Qualifying experience as a Mental Health Rehabilitation Specialist (MHRS), as indicated by the following requirements (certification not required):
    - <https://ccappcredentialing.org/index.php/mental-health-career-ladder/mental-health-career-steps/cmhrs>
- Passionate about working with and advocating for youth who have complex traumatic histories that intertwine with immigration and legal needs.
- Motivated to work on an interdisciplinary legal team.
- Ability to complete high-quality documentation.
- Ability to travel to meet with clients in the community.
- Flexible schedule with ability to work evenings and occasional weekends as needed.

## **Compensation**

Salary is competitive and commensurate with experience ranging from \$71,321- \$85,731. We provide a generous benefits package, including life insurance, LTD, leave policies, vacation, and December holiday office closure at full pay.

## **To Apply**

Review of applications will begin immediately and continue until the position is filled. Applicants are encouraged to apply as soon as possible. Submit via email only:

- 1) Cover letter explaining why you believe your background and experience (professional or otherwise) make you well-suited to working with immigrant youth who are overcoming trauma,
- 2) Resume, and
- 3) A list of three professional references.

**Include “Bilingual Clinical Case Manager (IR)” in the subject line. Applications without a cover letter will not be considered.** Please email application materials directly to [jobs@centrolegal.org](mailto:jobs@centrolegal.org).

## **A Note On Our Organization’s Mission and Commitment to Diversity**

Centro Legal’s mission includes advancing social, economic and racial justice. We are committed to fostering, cultivating and preserving a culture of equity, diversity and inclusion within and ensuring a workplace where all staff can flourish and grow professionally and well beyond. Our staff are the most important part of our ability to achieve our mission. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation, sustainability and our organization’s success. Centro Legal de la Raza is an equal employment opportunity employer and does not discriminate on the basis of race, color, religious creed, sex, pregnancy), gender, national origin, ancestry, citizenship, age, medical condition including genetic characteristics, mental or physical disability, military or veteran status, marital status, family responsibilities, caregiver status, sexual orientation, gender identity (including transgender status), gender expression, weight, height, linguistic characteristics (such as accent and limited English proficiency where not substantially job-related), citizenship status, status as a victim of domestic violence, sexual assault, or stalking, HIV/AIDs status, or any other basis prohibited by law. Centro Legal also prohibits discrimination based on a perception that an individual has any of the characteristics of the protected classes listed above, and further prohibits discrimination against an individual who is associated with a person who has, or is perceived to have, any of those characteristics.

## **About Centro Legal de la Raza**

Founded in 1969 and headquartered in Oakland, California, Centro Legal de la Raza (Centro Legal) is a comprehensive legal services and advocacy organization protecting and advancing the rights of immigrant, low-income, and Latino communities through bilingual representation, education, and advocacy. We combine quality legal services with know-your-rights education,

affirmative litigation, and youth development, ensuring access to justice for thousands of individuals and families each year throughout Northern and Central California.

Our Immigrants' Rights team provides comprehensive, full-service direct representation before United States Citizenship and Immigration Services (USCIS) and the immigration courts, as well as before state and federal courts. Centro Legal also participates in impact litigation efforts, legal rights education, and local and national advocacy. We specialize in detained and non-detained removal defense, the intersection of immigration and criminal law, affirmative asylum applications, and humanitarian visas. For more information, visit our website:

<https://centrolegal.org/>.