

Social Worker

Position Description

Overview

The Jewish Relief Agency brings together individuals of all means, ages and backgrounds to address our community's physical, social and spiritual needs, satisfying our unique desire to take care of each other and do good in the world. Built on the foundation of our monthly food distribution, our programs relieve the pangs of hunger, bring meaning to our recipients and volunteers, and build a caring and connected community.

JRA works to alleviate the everyday burdens of poverty for approximately 6,000 diverse individuals across Greater Philadelphia through our Monthly Food Distributions. Prior to the pandemic JRA attracted between 800 and 1,200 volunteers a month from all walks of life to come together to deliver food and other critical supplies to individuals in need. Since the summer of 2021, JRA has steadily increased the number of volunteers gathering at the warehouse for volunteer shifts each month. In both October and November the organization saw roughly 600 volunteers participate in the Monthly Food Distribution program.

Over the years, JRA has established additional programs to meet community members at their point of need. Our array of supportive services, which include the Family Friendly Food Initiative, Everyday Essentials program, Crisis Fund, and Friendly Phone Calls, alleviate some of the stressors felt by the families we serve.

JRA is seeking a Social Worker to work with complex cases, assist with referrals, and oversee outreach support services to the Jewish community and beyond. The ideal candidate should be comfortable with building trust, maintaining professional boundaries, providing referrals to local human service agencies, and communicating with a diverse group of clients and community organizations.

Responsibilities

- Communicate with current and prospective clients about JRA services. Assess the nature of clients' situation and provide resources, referrals, and follow up support to ensure resources have been attained.
- Act as a client advocate in low-level support situations to assist clients in obtaining needed resources.
- Develop relationships with human service agencies and serve as a liaison with various constituents.
- Assist with creating a strategic approach to outreach to the Jewish community about JRA services. Contact organizations that serve our target population and establish a pipeline.



- Collaborate with the Director of Client Services to identify clients who qualify for assistance through the Crisis Fund (Examples include: one time financial support for rent or utilities). Once approved identify resources and process requests.
- Assist with administering additional programs, such as friendly phone calls for seniors, kosher groceries, and period packs.
- Assist with administering the Everyday Essentials program, refer clients for participation, assess program impact, and provide feedback for program improvement. This program includes roughly 100 clients who receive personal hygiene products alongside their monthly box of food.
- Provide administrative support by responding to service requests, making follow-up phone calls, and sending and processing forms and correspondence.
- Maintain client and organization confidentiality.
- Assist in standardizing the methods in which social services are performed.
- Facilitate supply orders for community partners, such as Philadelphia Diaper Bank and Cradles to Crayons kidpicks.
- Approximately four-days a month assist with the Monthly Food Distribution at the JRA Warehouse.
- Flexibility to take on other assignments based on organization needs.

Qualifications

- MSW preferred
- 5+ years of related work experience
- Must possess strong knowledge of social service agencies in the five county Greater Philadelphia region
- Must have excellent leadership, verbal and written communication skills
- Excellent interpersonal skills to relate effectively to staff members, clients, and the community
- Proficient in computer use and applications commonly used in this field for the development of reports, documents, presentations, including Microsoft Office software and Non-Profit Salesforce
- Must be able to lift 25 pounds
- Must have access to a car and a valid driver's license

Benefits and Salary

- Estimated salary \$52k - \$62k and comprehensive benefits package, including a 403b
- Generous package for time away from work, including vacation, sick time, and holidays
- Great professional development and skill building opportunities

Next Steps



JEWISH RELIEF AGENCY

- To apply, send your resume and a brief statement of interest to jobs@jewishrelief.org. In the subject line of your email please reference the position title and your last name.
(Example: *Social Worker_Goldberg*)