

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 6,500 diverse individuals across Greater Philadelphia through our Monthly Food Distributions. Each month, JRA attracts approximately 700 volunteers to pack and deliver food and other critical supplies to individuals in need.

Over the years, JRA has established additional programs to meet community members at their point of need. Our array of supportive services, which includes the Family Friendly Food Program (healthy items for children), Everyday Essentials Program (toiletries), Crisis Fund, Period Packs Program, Diapers and Incontinence Supplies, Judaica Program, and Summer Fresh Produce Program, 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. Experience with supporting clients from the former Soviet Union and the Jewish population is preferred.

Responsibilities

- Communicate with current and prospective clients about JRA services. Assess the nature of clients' situations, and provide resources, referrals, and follow up support to ensure resources have been attained. Assist clients with applying for government services when needed.
- Act as a client advocate in low-level support situations (SNAP applications, calls to Social Security, etc) to assist clients in obtaining needed resources.
- Develop relationships with human service agencies and serve as a liaison with various organizations.
- Make occasional home visits to clients to facilitate the JRA application process, provide assistance with obtaining other services and learn about clients' home environment.

- 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. Oversee the Jewish Outreach Committee.
- Identify clients and request support for individuals who qualify for assistance through the Crisis Fund (Examples include: one time financial support for rent or utilities).
- Assist with administering additional programs, such as Period Packs Program, high-holiday gift card program, backpack and school supply program.
- 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. Work with Client Services Director to design and implement recertification process, calls about service provision, and administration of surveys.
- When needed, facilitate supply orders for community partners, such as Cradles to Crayons.
- Approximately four-days a month, assist with the Monthly Food Distribution at the JRA Warehouse in Northeast Philadelphia.
- One Sunday each month, answer phones when clients and volunteers call for assistance during the Monthly Food Distribution.
- Flexibility to take on other assignments based on organization needs.

Qualifications

- MSW preferred
- 2+ 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 Salesforce Nonprofit software
- Must be able to lift 25 pounds
- Must have a valid driver's license and access to a car
- Russian language speaker preferred.

Benefits and Salary

- Estimated salary \$62k - \$66k and comprehensive benefits package, including a 403b
- Generous package for time away from work, including vacation, sick time, and holidays

Next Steps

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)