



## Contract Social Worker

*"PIRC is the link, it is the hope, it is the light that guides immigrants to safety."*

*-Michele Pistone, Villanova Law Director of Clinic for Asylum, Refugee, and Emigrant Services*

### POSITION DESCRIPTION

The Pennsylvania Immigration Resource Center (PIRC) is a non-profit agency that provides access to justice for vulnerable immigrants in detention and in the community through *legal services, education and advocacy*. As a legal service provider in the National Qualified Representative Program (NQRP), PIRC provides legal representation to detained immigrants who are deemed not competent by the York Immigration Court to represent themselves. The contract social worker works in partnership with the PIRC attorneys to provide critical social work and case management services for the NQRP clients with mental health diagnoses or other indicia of incompetency.

This contract position engages with clients on a case-by-case, as needed basis, addressing and advocating for the clients' non-legal needs, such as conducting clinical intakes, post-release planning, and trouble-shooting release and post-release issues with the prison, Immigration and Customs Enforcement, and community providers. Hours are flexible as client intake work can be done at the prison in the evening/weekends; weekday hours will be needed to coordinate with PIRC attorneys.

### JOB PURPOSE AND KEY ACTIVITIES

- Conduct clinical intakes and provide social work support to PIRC clients detained by the Department of Homeland Security in the York County Prison, particularly those with mental health and mental competency issues;
- Develop post-release plans for detained immigrants that address needs for housing, medical/mental care needs, employment assistance, and other civil legal services; assist with applying for public benefits, as eligible.
- Assist in coordinating psychological evaluations, medical evaluations, and various social support assistance for detainees, including being a point of contact for families;
- Develop post-release referral guide for immigrants with mental health issues upon release from detention;
- Enter all client-related notes into case management systems and maintain confidentiality;
- Other tasks as assigned.

### QUALIFICATIONS AND EXPERIENCE

- Applicants must have BSW, MSW preferred.
- Demonstrated interest in assisting clients with mental health diagnoses, experience preferred.

- Strong interpersonal and communication skills. Ability to build relationships with new and existing stakeholders to further PIRC’s mission. Knowledge of local community organizations and resources serving immigrants a plus.
- Excellent time management and organizational skills required.
- Commitment to immigration issues. Willingness to meet with clients in the York County Prison.
- Ability to work well independently with limited supervision.
- Proficiency in Spanish strongly preferred, but not required
- Proficiency in Microsoft Word, Excel, and Outlook.
- Successfully completed and cleared PA State Police Criminal Record Check and PA Child Abuse History Clearance.

#### TYPE

Contract position; hours per week will depend on the number of clients and client needs.

#### LOCATION

York, PA

#### ABOUT YORK

*Historic York County is a rural community located in the Susquehanna River Valley of South Central Pennsylvania. With its low-cost living, York is also a short drive from Philadelphia, Harrisburg, Baltimore, Washington, D.C., Pittsburgh, and New York City. More information can be found here: <https://yorkcountypa.gov/about-york-county.html>*

#### WHY PIRC

*For immigrants in our community and in detention, the Pennsylvania Immigration Resource Center (PIRC) provides a unique combination of immigration legal services, advocacy, and education that provide protections to the most vulnerable immigrants in Pennsylvania. PIRC is an experienced provider of free, accessible, multilingual immigration services that empower, protect, and transform lives.*

*The staff at PIRC are its greatest strength. At PIRC, staff work in a collaborative environment that encourages the sharing of ideas and victories, no matter the how large or small. PIRC offers a comprehensive benefits package including simple IRA, life insurance, generous paid leave and flexible policies in a reflection of the organization’s commitment to self-care. Members of PIRC are passionate, intelligent, and hardworking individuals all committed to the common cause of providing access to justice for immigrants.*

#### TO APPLY

Please send a cover letter, resume, three references, including one from a current or former supervisor, and a brief writing sample to Elizabeth Miller, Office Manager, at [emiller@pirclaw.org](mailto:emiller@pirclaw.org) or to PIRC, Attn: Office Manager, P.O. Box 20339, York PA 17402.

#### DEADLINE

**Applications will be accepted on a rolling basis until June 22, 2018 or until the**

**position is filled. Early submission highly encouraged. The Hiring Committee will begin screening resumes upon receipt.**

PIRC is an equal opportunity employer. We value a diverse workforce and an inclusive workplace. PIRC encourages applications from all qualified individuals, without regard to race, religion, gender, sexual orientation, gender identity or expression, age, national origin, disability, marital status, or citizenship.