



A healthy Christian home and family for every Haitian child.

## **Outreach Social Worker Position Description**

**Position:** Full-time, 40 hrs per week

**Location:** COTP campus, in Lagossette, Haiti (located near Cap-Haitien and Milot)

**Position Summary:** COTP serves at-risk families through a number of community programs, including our Nutrition Program, Prenatal Program, and School Sponsorship. COTP is also developing a Special Needs Outpatient Support Program. The intention of these programs is to help keep families together, and to provide opportunities for at-risk families to move towards sustainable health and wellness.

The role of the Outreach Social Worker will be to further develop and oversee our Abandonment Prevention Outreach. The goal of this program area is to reduce the number of abandoned children admitted to COTP by identifying families at-risk and engaging them in support and resource building. An essential role for this position will be the development of partnerships with local community services that the social worker can draw on to help build families' capacity. The Outreach Social Worker will also collaborate with COTP Program Managers where applicable to facilitate efforts to build at-risk families' capacity through community engagement.

### **Position Duties and Responsibilities:**

- **Partnerships:** Pursue and develop partnerships with community services that can provide beneficial support services to at-risk families.
- **Community engagement:** Collaborate with COPT Community Programs staff (Nutrition, Prenatal, Education, Special Needs Support) to identify and implement methods for building each family's capacity through community engagement.
- **Program development:** Development of Abandonment Prevention Outreach Program, in collaboration with Program Director, COTP Social Work staff, IBESR, and the local hospital.
- **Planning and Outcomes:** Responsible for achievement of Abandonment Prevention Outreach objectives by:
  - Preparing, directing, and managing completion of action plans for program implementation
  - Evaluation of program activities
  - Develops program systems and structures to provide clarity and support completion of program objectives
- **Management and Development of Abandonment Prevention Outreach staff:**
  - Providing accountability for program staff through communication of their expectations, regular feedback, encouragement, evaluation, and disciplinary action when necessary
  - Identifying and pursuing opportunities for program staff development
  - Scheduling program staff
  - Enforcing organizational policies and procedures
- **Financial oversight of program:**
  - Preparing an annual budget
  - Planning schedule of program expenses
  - Regular review of expenses and initiating corrective actions when necessary.

**Position Skills and Qualifications:**

- Education: University degree (bachelor's degree minimum) in social work, international development, or in a related field
- Experience: Work experience with vulnerable children and families. Specific areas of experience that are preferred include: counselling, case management, child protection, and family reunification. Some experience leading teams is preferred.
- Faith: Clearly expresses and demonstrates a lifestyle of living out their faith in Jesus Christ as their Savior.
- Key skills and characteristics:
  - Strong interpersonal skills and self-awareness
  - Strong communication skills
  - Ability to coach and foster teamwork
  - Ability to build therapeutic rapport with families
  - Ability to provide supportive counselling to families in crisis
  - Ability to develop client-centered goals and action plans
  - Demonstrates perseverance and commitment to goal when faced with difficult challenges presenting with families served
  - Ability to work with other organizations and bridge divides for the benefit of God's kingdom work.
- Language: Fluent in written and spoken English and Creole; proficiency in French is beneficial.
- Demonstrates a level of perspective and maturity as a result of their previous life experiences.
- Complete and clear a criminal background check for working within a vulnerable sector.

