



## **BILINGUAL FAMILY ADVOCATE CASEWORKER**

Resumes with a cover letter should be sent to Erica Stanley at [estanley@caccollincounty.org](mailto:estanley@caccollincounty.org).

### **Overview:**

The Bilingual Family Advocate Caseworker reports directly to the Family Advocate Supervisor. This position provides support services to child abuse victims and non-offending family members at the time of the forensic interview and throughout the investigation and prosecution of the case. This position also helps families access and obtain community resources and provides accompaniment services.

### **Qualifications:**

- Bi-lingual Spanish/English Required
- Bachelor's Degree in Social Work or related field. Master's Degree is preferred.
- 1-year experience working with child abuse victims and their families.
- 1-year experience working in a Multidisciplinary team environment related to child abuse.
- Knowledge of child development, family dynamics, and abuse dynamics.
- Experience with diverse cultures, languages, and situations.
- Experience working in crisis-oriented situations.

### **Job Skills Required:**

- Strong organizational skills
- Strong time management skills
- Excellent written and oral communication skills
- Ability to make thoughtful judgments about people and situations
- Ability to function collaboratively within a team environment
- Computer skills, specifically Microsoft Word and Excel

### **Job Responsibilities:**

- Provide non-offending caregivers with case management and support services
- Work directly with families to orient them to the CAC model, answer questions, make referrals for services
- Refer children and families to appropriate resources
- On-call rotation for afterhours/weekends
- Check in periodically with clients as they wait for trial and be a source of support and continuity for clients as they navigate through our system.
- Provide accompaniment to court appointments and throughout the trial.
- Attend community meetings and interface with professionals in the field of child abuse and social services as assigned.



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- Document all services provided to clients according to agency requirements
- Participates in trainings and continuing education, as needed.
- Travel between CAC Plano and the Collin County Courthouse when necessary
- Operate in an ethically responsible manner
- Perform all other duties as assigned