Job Summary:

The Social Worker 1 serves as an integral part of the Bluhm Legal Clinic's legal teams by providing social work services to the Clinic's clients and their families.

Specific Responsibilities:

- Provide social work/case management services to all centers within the Bluhm Legal Clinic. Ensure that a wide range of client needs are met on a timely basis by identifying services and linkages to housing, health services, counseling, education, employment, treatment (substance abuse, anger management, etc.,) and assistance accessing public benefits. Responsible for developing, coordinating, and implementing action plans for clients in collaboration with the legal team.
- Compile detailed and thorough social histories and psychological assessments on clients. Analyze all of client’s mental health and educational documents and provide feedback and suggestions for follow-up. Develop sentencing and mitigation memoranda for court proceedings and support legal team at hearings. Provide written and oral advocacy in administrative child welfare, educational, and employment related proceedings.
- Maintain regular contact (calls, letters, and visits) with all clients. Maintain a routine visiting schedule with incarcerated clients throughout the state. Conduct visits in the schools in order to better develop working and collaborative relationship with the Chicago Public School System and the other educational systems that effect our clients.
- Create informational/reentry “databases” for the social and legal advocacy of clients. (i.e. alternative school based database, drug treatment database, special education/IEP focused database, housing database, job database.)
- Establish community partnerships with local businesses, schools, community agencies, mental health providers, etc. to further client needs and to raise awareness of the importance of working with court involved youth and adults.
- Develop comprehensive re-entry plans for exonerated and paroled adult and juvenile clients to ensure their success and positive adjustment to life outside of prison.
- Performs other duties as assigned or required.

Minimum Qualifications:

- Successful completion of a full course of study in an accredited college or university leading to a master's or higher degree in Social Work; OR appropriate combination of education and experience.
- Experience in case management and/or providing direct services to clients, preferably in a legal setting.
- Ability to manage stress, multi-task, handle a large case load, and work in a fast-paced environment with people of diverse life experiences and cultural backgrounds.
- Demonstrated ability to develop supportive relationships with clients, and to approach work with a style that fosters connection and trust.

Preferred Qualifications:
- Experience working with lawyers.
- Knowledge of ethnic communities in the greater Chicagoland area is helpful and familiarity with the local social service delivery system is preferred.
- Working knowledge of Spanish is preferred.

As per Northwestern University policy, this position requires a criminal background check. Successful applicants will need to submit to a criminal background check prior to employment.

Northwestern University is an Equal Opportunity, Affirmative Action Employer of all protected classes including veterans and individuals with disabilities.

Resumes and Cover Letters should be sent to Marjorie Moss at m-moss @law.northwestern.edu.