



## POSITION ANNOUNCEMENT – PLEASE POST

POSITION TITLE: CSEC Outreach Case Manager  
PROGRAM: Yellow Brick Road-Cowlitz County WA  
OPENING DATE: January 26, 2018  
CLOSING DATE: Open Until Filled  
HOURS/WEEK: 40  
STATUS: Full-Time; Benefit Eligible

**SCHEDULE:** Monday through Friday – Expected hours of operation will be daytime business hours (8:00am-5:00pm), however the schedule may vary or change as the needs of the community become clear.

**WAGE/BENEFITS:** Beginning pay is \$15.00; excellent benefits including medical, dental, life & long-term disability insurance, EAP, 401(k), and paid time off. Various voluntary options are also available. Benefit programs have varied waiting periods for eligibility, depending on contract.

**TO APPLY:** Submit a resume and cover letter to Tynna Purtteman, c/o Janus Youth Programs, Inc., 707 NE Couch St., Portland, OR 97232, by e-mail to [tpurtteman@janusyouth.org](mailto:tpurtteman@janusyouth.org).

Due to the volume of applications received, we regret that we can contact only those applicants who are invited to interview. If it happens that you are not contacted to arrange an interview, please know that we are grateful for your interest in employment opportunities at Janus Youth Programs.

Janus Youth Programs, Inc. is an Equal Opportunity Employer. Find out more about Janus at our website, [www.janusyouth.org](http://www.janusyouth.org)!

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**SUMMARY:** This position will be one member of a two member outreach/case management team focused on providing a range of outreach, crisis intervention, and case management to youth and young adults who are or have been victims/survivors of Commercial Sexual Exploitation of Children (CSEC), or who are at risk of being exploited in such a way. The primary responsibilities of this position will be to conduct outreach services in locations and venues that target victims of human trafficking (e.g. truck stops, homeless camps, adult video/toy stores), to provide public presentations to community organizations (schools, faith groups, civic groups, etc.), to assess the needs of individual youth, and to assist identified victims of sex trafficking with services such as finding shelter or housing, providing age-appropriate information about the criminal justice system and victims' rights, connecting young people with a range of wellness services, and assisting them with enrollment into appropriate education or employment programs. The CSEC Outreach Case Managers will be entrusted with a tremendous amount of autonomy and will be expected to develop strong working relationships with other community service providers who may also offer supportive services to this population.

### QUALIFICATIONS:

Any combination of education, experience and training that demonstrates the ability to perform the duties of the position is qualifying. This would typically include:

- Bachelor's Degree in social/human services related field preferred.
- Minimum of two years experience (volunteer and/or paid positions) working with street youth, youth involved in sex work, and/or youth with substance use/abuse and mental health issues (dual diagnosis).
- Demonstrated knowledge of community resources and the ability to assist clients with accessing them.

- Experience providing sexual assault and/or rape crisis advocacy preferred.
- Experience working with individuals who are involved in sex work preferred.
- Experience with public speaking that involves speaking to large groups and presenting detailed information in an organized, well thought out and confident manner.
- Survivors are strongly encouraged to apply.
- Preference may be extended to current employees of Janus Youth Programs, Inc.

#### REQUIRED ABILITIES:

- Must value working in a multi-cultural/diverse environment.
- Knowledge of local juvenile/adult justice and youth/adult social service systems.
- Demonstrated ability to problem solve, exercise independent judgment within program guidelines, and respond to crisis situations.
- Strong “people skills”, and the ability to work effectively with a wide range of staff and people - including business owners and employees, police, neighbors, parents, and professional “system” employees.
- Ability to communicate effectively in English, both orally and in writing, and to give oral and written instructions.
- Fluency in spoken/written Spanish preferred.
- Commitment to on-going training.
- Commitment to the principles of Positive Youth Development and ability to work with young people as partners in the programming process.
- Commitment to Harm Reduction and “meeting youth where they’re at.”
- Knowledge of Motivational Interviewing and the stages of change preferred, but not required.
- Ability to work effectively within a team-dependent environment and a willingness to give and receive appropriate feedback.
- Ability to exercise tact, discretion, and judgment in working with a variety of people.
- Genuine concern for young people and the ability to treat all people with dignity and respect.
- Ability to accurately read, record, and interpret information using computerized and paper systems.
- Ability to maintain appropriate professional boundaries in working with others and in handling confidential information.
- Ability to regularly attend and be punctual for scheduled work commitments and meetings, and be in a condition suitable for assuming responsibilities of position.
- Ability to maintain visual and auditory awareness of youth.
- Ability to climb at least two (2) flights of stairs.
- Ability to walk for extended periods, including regular exposure to inclement weather.
- Ability to carry an outreach bag weighing approximately 20 pounds.
- Manual/physical dexterity allowing for performance of routine office functions such as copying, faxing, phone use, filing, computer entry, etc.

#### OTHER REQUIREMENTS:

- Driving is required; drives agency vehicle and/or a personal vehicle for travel and/or transport of clients required. All employees who drive for work purposes must have and maintain a valid driver’s license for state of residency, have a driving record that permits coverage under the corporate auto liability policy, and complete the agency’s driving approval process before driving for work. If driving a personal vehicle for work purposes drivers must also have personal auto liability coverage (\$100,000/\$300,000 levels strongly recommended). Employees are not to drive for work purposes until they have received written authorization to do so.

- Bloodborne Pathogens training is required on first day of employment and annually thereafter.
- Must complete Mandatory Abuse Training within the first 30 days of employment and annually thereafter.
- Provides emergency first-aid, as needed, and must have and maintain standard first-aid/CPR certification.
- Must pass criminal history background check.
- Must have TB test within first two weeks of employment.

**WORKING CONDITIONS:**

- May involve exposure to communicable diseases, including a variety of illnesses and infections such as the common cold, TB, Hepatitis, flu, meningitis, and HIV.
- May involve exposure to upset, angry, severely traumatized or emotionally disturbed children, adolescents and families.
- May involve time in excess of routine schedule and/or overtime, including evening and/or weekend hours.
- May require working and providing services at locations other than program site (i.e., restaurant, café, clients' apartments, etc.) and may, therefore, be exposed to environments not under agency control (i.e., second-hand smoke, varying hygiene practices, etc.).
- May involve exposure to severely drug affected people and people with severe persistent mental health issues.
- This position will be assigned an agency cell phone to be used while on outreach.
- Involves primarily outdoor work in a "street" environment.
- Work will involve making contact with youth and young adults involved in human trafficking and the potential locations they may frequent (e.g. truck stops, homeless camps, adult stores, etc.) or other venues where a high likelihood of human trafficking is occurring. Outreach conducted in these areas will always be accomplished with a minimum of two employees/volunteers.

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