



JOB DESCRIPTION FOR CSEC CASE MANAGER

CLC is currently looking for a dynamic and motivated individual to work with the CLC CSEC Attorney to provide case management services and support to a specialized caseload of CSEC clients. The primary duties for this position include, but are not limited to:

- 1) Working with CSEC youth on the caseload in the CSEC dependency courtroom.
- 2) Visiting with CSEC clients, caretakers, and others in order to establish and maintain a strong working relationship with the client.
- 3) Work with the attorney to gather information as needed about the client's status, progress and needs.
- 4) Communicate regularly with the attorney regarding status of cases.
- 5) Meeting with the attorney prior to scheduled MDT meetings for the youth.
- 6) Attending and participating in all MDT meetings for youth on the caseload.
- 7) Working closely with other members of the CLC CSEC Team which may include attorney and investigator supervisors, investigators, MHAT, Education Resource Attorney, peer advocates, MSW interns and other yet to be identified staff.
- 8) Collaborate with other service providers, advocates, probation staff, child welfare staff, survivor organizations and others.
- 9) Attend hearings at Delinquency STAR Court.
- 10) Providing 24/7 access and support to CSEC clients on the caseload on a rotation basis with other members of the CSEC Team.
- 11) Participating in CLC CSEC Monthly Check-in Conference Calls.
- 12) Attend county CSEC planning meetings.
- 13) Developing professional relationships with CSEC service providers in the community.
- 14) Driving youth to important appointments in consultation with and upon the recommendation of the CSEC Attorney where another entity cannot assist with the matter.
- 15) Attendance in at least one CSEC 102 training per month.
- 16) Attendance at some Saturday CSEC Empowerment events and attendance at the 3-day Annual Empowerment Conference.
- 17) Provide CLC training and consultation to case carrying CLC attorneys, investigators, peer advocates and other staff as needed.
- 18) Work with West Coast Children's Center, DCFS, the Court and other partners to review data collected for the purpose of identification and prevention of CSEC.

QUALIFICATIONS:

Have excellent interviewing and client relationship building skills and a demonstrated commitment to providing client centered advocacy for TAY. Have an ability to communicate effectively both orally and in written reports. Possess a working knowledge of resources and issues relevant to CSE clients, including but not limited to trauma bonding, stages of change,

safety planning and relapse and recovery. Have competence in all areas of the CLC Investigator I Job Description.

A valid California driver's license, reliable automobile, automobile insurance as required by California law, and an operable mobile phone are required at all times while working for the Children's Law Center.

Compensation is commensurate with experience.

Children's Law Center is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, marital status, national origin, ancestry, disability, medical condition, age, or gender identity, or any other characteristic protected by law.