



## OUR MISSION

To leverage and coordinate the assets of our community to ensure that all Waltham youth have the resources they need to thrive.

<b>Job title</b>	Wraparound Waltham - Case Manager (Part Time: Approximately 20 hours/week)
<b>Reports to</b>	Wraparound Waltham Program Coordinator

### Wraparound Waltham Overview

An innovative new initiative supported by two regional hospital partners, Wraparound Waltham is a multi-agency collaborative of educators and service providers, led by WPY, working to address disparities in high school graduation and dropout rates among Waltham students. The program will provide individualized support to address the academic and non-academic needs of students and families. This is a four-year grant-funded initiative with the possibility for extension and renewal.

The Collaborative consists of WPY, Waltham Public Schools, Doc Wayne, Children's Charter, the Waltham Boys and Girls Club, and The Right to Immigration Institute. The group will work closely with students and their caregivers to comprehensively understand the needs, strengths, and personal goals of each student and then develop Individual Student Success Plans (ISSPs). The ISSPs will guide the provision of a host of in-school and out-of-school supports designed to address needs such as food, housing, and transportation; employment; linguistic and social inclusion; school belonging and engagement; ability to adapt to new environments; and access to mental health care.

Wraparound Waltham's initiatives will initially focus on LatinX students and families who are new to the country and still learning English. This model will ultimately inform the way systems of support are designed for all high needs students at Waltham High School.

### Job Function

The Wraparound Waltham Case Manager will work approximately 20 hours/week with the Program Coordinator, students, and families to develop and ensure successful implementation of Individual Student Success Plans (ISSPs) for 30-40 referred students, with a particular focus on providing intensive individualized support to students identified as having the greatest needs.

Responsibilities include:

- ❖ Providing individualized support and referrals to ensure students and families are connected to culturally appropriate community resources that will help them succeed
- ❖ Working closely with students and their families/support system to ensure proper implementation of ISSPs

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- ❖ Identifying new community resources
- ❖ Identifying and addressing any barriers to accessing resources
- ❖ Working with students and their families to develop the skills, confidence, networks and resources that will help them advocate for themselves beyond our program.
- ❖ Attending weekly planning and team meetings and monitoring services to best meet the client and family needs
- ❖ Building, developing and maintaining a positive and collaborative relationship with providers and support organizations by establishing a local presence and attending meetings

## Qualifications

- ❖ Spanish and English proficiency - candidates without written and oral proficiency in both languages will not be considered.
- ❖ Eagerness and proven background building new programs and initiatives from the ground up
  - Proactive
  - Highly organized and adept at tracking and managing multiple projects, maintaining and prioritizing work flow, and meeting deadlines
  - Ability to work well with a diverse range of stakeholders, including teens, caregivers, educators, and community partners
- ❖ Systems-oriented thinker with experience developing support networks across multiple agencies
- ❖ Minimum of 3-5 years experience working directly with teens from a wide range of cultural and linguistic backgrounds.
- ❖ Commitment to high expectations coupled with high levels of support for all young people.
- ❖ While applicants with a Master's Degree in education, social work, or related fields are encouraged to apply, we also recognize that there is a wide range of backgrounds and experiences that might prepare one for success in this role. Therefore, there are no specific educational requirements for this position.

## Salary and Benefits

- \$24 - \$28/hour
- Discounted gym membership
- Flexible scheduling
- Opportunity to join a dynamic and growing team
- Opportunity to help develop an innovative, brand new program that could become a model for other communities

## To Apply

Email resume and cover letter to Kaytie Dowcett: [kdowcett@walthampartnershipforyouth.org](mailto:kdowcett@walthampartnershipforyouth.org)

Application Deadline: February 21st, 2020

Anticipated Start Date: Between March 16th and March 30th

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