

## **Intervention Specialist**

### **Who Are We?**

The Upstate Fatherhood Coalition is one of six regional fatherhood organizations across South Carolina that provides support and guidance for fathers and their families. We support fathers in the areas of health, economic mobility, and relationships. We have a 20-year impact within the region and a proven record of positively strengthening relationships between fathers and their children. We strive to connect men with the resources and information that they need to be the best dads that they can be.

### **What Would I Do Every day?**

As an Intervention Specialist, you'll play a critical role in transforming and shaping the lives of fathers and families by providing expertise in one of the following areas – health, economic mobility, or relationships. You will serve as a vital link in establishing and maintaining positive relationships with program participants through effective case management and peer support facilitation. You will collaborate with community partners to develop wrap-around services to support the needs of fathers and their families. Your role requires you to be a superb collaborator with excellent verbal and written communication skills, a high level of organization and attention to detail.

### **KEY RESPONSIBILITIES**

- Assess participants' needs and determine wrap-around services required to meet their needs.
- Facilitate weekly peer support group sessions.
- Engage participants in community settings (i.e. court, employment, home, healthcare provider) to support and monitor progress.
- Work collaboratively with staff members to assist with job placement and career development.
- Coordinate and/or assist with participant orientation, parent/child activities, and other organizational events.
- Participate in case management meetings.
- Create and maintain confidential files on participants services such as; intake assessment, case notes, service requests and services provided, complete other documentation and reporting as required.
- Input data regarding individuals' outcomes and progress.
- Maintain monthly follow-up contact and documentation for all participants.
- Maintain and track bi-weekly participant contacts and complete monthly reports in an accurate and timely fashion.
- Work collaboratively with community partners and agencies to address participants needs.
- Actively engage in community outreach meetings and training.

- Seek credentialing and training opportunities for ongoing personal and professional development.

#### OTHER DUTIES:

- Be available to work occasional evenings and some weekends.
- Provide short-term transportation throughout service area as needed.
- Perform all other duties as assigned.

#### MINIMUM SKILLS AND QUALIFICATIONS

- Bachelor's degree and two years' experience or associate degree with four years' experience. Relevant experience can be substituted for education on a year-by-year basis.
- Experience providing case management services to a diverse population.
- Must have a valid Driver's license and acceptable driving record.
- Must agree to pre-employment drug screen and criminal background check.
- Ability to work with diverse populations.
- Ability to occasionally lift and transport boxes of supplies, chairs and tables.
- Ability to walk up/down stairs and short distances.

#### PREFERRED QUALIFICATIONS

- Professional experience in social services, public health, business/finance, career development or related discipline.
- Experience with group facilitation and training.
- Experience providing culturally competent direct services and case management to men.
- Knowledge of legal systems (family court, child support, custody, visitation).

This is a full-time, grant-funded position.

Send a cover letter and resume to Quanna Makupson at [quannamakupson@upstatefathers.org](mailto:quannamakupson@upstatefathers.org).