

GULF COAST TRADES CENTER

Job Announcement

Position: Transition Coordinator- Grant funded

Position Available: 1

Opening Date: September 28, 2018

Closing Date: Open Until Filled

Salary: \$1458.33 Semi-monthly

POSITION:

Transition Coordinator- VOCA

GENERAL DESCRIPTION:

The Transition Coordinator provides transition services and follow-up support assistance to VOCA program completers. These youths have chronic conditions such as, but not limited to, anxiety disorder, bipolar disorder, schizophrenia, and/or depression. This position provides support to youth so that they achieve and sustain optimal health and well-being. The job entails taking a holistic approach to guiding individuals through interventions focused on overcoming their barriers and developing behavior changing strategies to maximize access to available resources. Part of the role is to listen openly to the youths' challenges while keeping them motivated, focused and energized, as well as working with the client to mitigate impacts of social factors on health and functional status. The transitional coordinator also engages youth in a collaborative relationship, empowering them to manage their psycho-social, physical, and environmental health to improve and maintain their well-being and livelihood outlined in their transitional/service plan.

REPORTS TO:

Director of VOCA Grant

SUPERVISES:

None

QUALIFICATIONS:

- Must be at least 24 years of age
- BA/BS preferred.
- Experience in counseling at risk youth.
- Experience in corrections or social work preferred.
- Experience in counseling hard to serve target groups.
- Must maintain adequate liability automobile insurance.
- Certifications in appropriate discipline preferred (social work, corrections, education, substance abuse, etc.)
- Must pass a criminal history check and drug screen.

SPECIFIC DUTIES:

The ability to provide services as they relate to:

- ❖ Client transitional/service plan
- ❖ Client progress reporting
- ❖ Employer liaison
- ❖ Educational liaison
- ❖ Supportive services referral
- ❖ Client transition evaluation
- ❖ Family contact liaison
- The ability to act as an advocate/mentor.
- The ability to lead workshops or informational presentations.
- The ability to complete post discharge follow-up and tracking.
- Travel as required.
- The ability to perform other duties as assigned.

Contact

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