



LOOKING FOR HUMAN SERVICES VOLUNTEERS

START DATE: 09/01/2021

HYBRID: VIRTUAL AND IN PERSON
VOLUNTEERING AT MT. CARMEL
448 E 116TH ST, NEW YORK, NY
10029

We're looking for volunteers and interns with an interest and background in social work and case management to assist with low income and immigrant communities

BRIEF DESCRIPTION

Catholic Charities of NY is looking for skilled volunteers with a background, education or knowledge in social work and/or social services. The volunteer or intern would work directly with people in need and support Mt. Carmel's mission to provide them adequate aid and referrals in topics ranging from housing and food assistance, legal services, health care and more.

LOOKING FOR THE FOLLOWING ROLES:

- LEAD HUMAN SERVICES VOLUNTEER (LHS)
- ASSISTANT HUMAN SERVICES VOLUNTEER (AHS)

LHS 2-3 DAYS A WEEK

- Communicates needs of clients to Agency/Parish Staff and CCNY case management team.
- Act as the Bridge between Agency/Parish and CCNY
 - Become a resource for clients who have needs and questions.
- Conduct weekly check ins with Assistant Human Service volunteers

AHS 1-2 DAYS A WEEK

- Connects to clients one on one in workshops and meetings
 - Work with the LHS to acquire resources.
- Screens and documents a potential case using template

QUALIFICATIONS

LHS VOLUNTEER

- MSW or is obtaining an MSW
 - Or 2+ years of case management experience
- Has some knowledge of social programs and human services in NYC.
- Can conduct research, create and follow protocols, organize documents.
- Comfortable interacting and connecting to clients, familiar with situations of trauma, and can lead a team of less experienced human service volunteers.
- Excellent verbal and written communication skills, multiple language skills a plus (or bilingual necessary).

AHS VOLUNTEER

- BA or obtaining a Social Work/ Sociology/ Therapy/ Psychology/ Counseling degree/community engagement
 - 5 months in case management or a similar experience
- Comfortable interacting and building a relationship with clients.
- Ability to screen, access, and document a client's potential need.
 - Verbal and written communication skills, multiple language skills a plus (or bilingual necessary).

CCVOLUNTEER@ARCHNY.ORG

