



WORKFORCE ADVOCATE (FORT WORTH, TX)

October 17, 2018

POSITION SUMMARY

The Workforce Advocate will provide specialized case management and coaching to current and former foster youth to assist them in defining their education and vocational goals, supplying them with the knowledge and resources necessary to secure employment opportunities (consistent with their interests, skills, and goals) and to maximize job retention. He/she will work closely with primary case managers to assess each youth for job readiness and locate job training programs and positions that match each youth's unique interests and abilities.

The Workforce Advocate will be the liaison to all workforce programs offered by all four Texas Workforce Boards in the North Texas Region and to job training partners. He/She will refer all youth to appropriate workforce service providers; monitor WIA services and progress; give feedback to the youth's primary case manager; and monitor youth placed in employment or in self-sufficiency job training programs. He/she will be responsible for building effective partnerships with employers in order to provide current and former foster youth with livable wage employment opportunities. He/she will orient employers to the specific needs of TRAC youth and will work with employers and training partners to ensure job readiness. He/she will be responsible for coordination with the Texas Workforce Solutions network, local businesses and training providers, local public-school systems, alternative schools, and colleges for workforce, employment, training, and education services for foster youth.

QUALIFICATIONS

Education: Bachelor's degree required; degree in social work or a related field preferred; Master's in Social Work (MSW) highly desirable.

Experience: Two (2) years of experience working with young at-risk populations, youth in foster care or who have been neglected or abused; experience in workforce training or recruitment highly desirable.

Hospitality Experience also considered highly desirable understanding needs of industry and partners.

Additional Requirements: Must be proficient in MS Word, Excel and Outlook. Must be able to manage a case tracking system. Must be available to work evenings, weekends, and on-call (24 hrs.). Must have driver's license and reliable transportation. Must be able to travel within assigned region on a daily basis. General knowledge of workforce services; an understanding of the array of local services available to support foster youth; a working knowledge of the policies, rules, and procedures of the Texas Department of Family and Protective Services, The Texas Workforce Commission, and other entities providing services to foster youth.

Number of Openings: 1

Department: TRAC

Location: Fort Worth, TX

Status: Full-time

Schedule: Business hours, flexible as needed