



## **Restorative Justice Case Manager**

**Direct Report:** RJ Case Management Coordinator

**Status:** Full time exempt with benefits: Blue Cross Medical/Dental/Vision, 403(b) retirement plan, Holidays, 4 weeks Paid Time Off, 10 weeks paid Parental leave

**Salary:** \$49,000

**Basic Function:** Provide mentorship, direct case management, and advocacy services through a restorative justice lens to youth clients under the supervision of the RJ Case Management Coordinator

## **Alternatives Overview**

Our mission is to inspire young people to create a just future through practices that heal individuals, restore communities, and transform systems. Since 1971, Alternatives has modeled innovative alternatives to the status quo in Chicago's youth services field. Our school and community-based therapy, prevention and leadership development programs support young people to individually and collectively address causes of substance use, grief and trauma while building social-emotional, career and social change skills. In addition to working directly with young people, we train, coach and advocate for youth-serving institutions like Chicago Public Schools to be restorative and trauma-informed.

## **Position Overview**

The Restorative Justice Case Manager provides mentorship, direct case management, and advocacy services through a restorative justice lens to youth clients under the supervision of the RJ Case Management Coordinator

## **Responsibilities:**

Perform the following from a racial, gender, sexuality, and ability equity lens:

- Understand and work within a positive youth development and Balanced and Restorative Justice framework
- Complete intakes, both phone and walk-in, providing crisis intervention and making referrals when appropriate
- Assess youth and families for needs based on assigned assessment tools
- Maintain ongoing case management for assigned cases, including weekly contact with guardians and youth; making arrangements with the family for school, transportation and record keeping functions; collaborating with appropriate individuals, agencies or service systems to ensure client accessibility to service
- Ensure families are connected with necessary resources internally and externally to the organization as indicated through assessments and ongoing conversations with youth and family
- Provide transportation for youth to school, temporary shelter, or to any other appointments as appropriate with a transition to resources once crisis has been addressed
- Facilitate workshops and groups for parents and youth development programming as assigned

- Assist in preparing any legal cases to be petitioned in court, including collecting necessary information from the family, preparing social history report, orienting guardians to the court process and making arrangements with court personnel.
- Implement therapeutic and restorative youth development focused day programs with youth during school holidays and summer.
- Complete all data entry and documentation into data systems as assigned
- Demonstrate knowledge of Alternatives' policies, practices and services, and communicate these to clients, and where assigned, to other community organizations and members.
- Attend and actively participate in all agency and program staff meetings, in-service trainings and weekly supervisory meetings
- Provide back up crisis coverage as assigned with a minimum of 1 day of coverage every 30 days; respond within 45 minutes to the police station, work with family and youth toward a resolution to the crisis, assess immediate needs of family and complete all necessary paperwork.
- Complete in a timely fashion all other tasks and individually established goals as assigned

**Qualifications:**

1. Minimum of BA/BS in Human services or related field
2. Use of car during working/on-call hours and valid insurance
3. Past experience working with adolescents
4. Interest and commitment to working in community-based youth services
5. Consistently learning and working within the following frameworks: Anti-oppression, Positive Youth Development, Trauma-informed and Balanced and Restorative Justice
6. Skilled at working with young people at high risk for juvenile justice and child welfare system involvement
7. The COVID vaccine is mandatory for all employees to the full extent permissible under applicable law

Please send a copy of your Resume and Cover Letter to [Careers@alternativesyouth.org](mailto:Careers@alternativesyouth.org)

Alternatives, Incorporated is an Affirmative Action and Equal Opportunity Employer.

Applicants of the communities we serve are strongly encouraged to apply.