

# LICENSED CERTIFIED SOCIAL WORKER (LCSW)


FULL TIME POSTION, ON SITE




## BENEFITS

- Union Position
- Dental Insurance
- Health Insurance
- Retirement Plan
- Vision Insurance

## HOW TO APPLY

 [bflores@newtonhousing.org](mailto:bflores@newtonhousing.org)

 [www.indeed.com/cmp/Newton-Housing-Authority/jobs](http://www.indeed.com/cmp/Newton-Housing-Authority/jobs)

 Attn: Beatrice Flores  
Newton Housing Authority  
82 Lincoln Street  
Newton Highlands, MA 02461

## ABOUT THE NHA

The Newton Housing Authority was created in 1959 and is the largest provider of affordable housing in the City of Newton. The NHA provides housing assistance to over 1000 low-income residents through the administration of federal and state-sponsored subsidized housing programs and the Section 8 Housing Choice Voucher Program. The NHA also owns and operates a management portfolio of 93 studio, one, two, and three-bedroom units.

The NHA has a responsibility to provide and maintain a high standard of housing, which allows our residents a safe, clean, and affordable home in which to reside. The NHA also endeavors to create a sense of community for its residents through its social service programs, so as to enhance their quality of life within an environment of dignity and caring.

In recent years, the NHA has worked to create more affordable housing in the City of Newton and greatly expand our Resident Services Program, providing enhanced tenant-focused social services and clinical case management to better meet the changing needs of our residents.

INDIVIDUALS WHO SELF-IDENTIFY AS BIPOC  
ARE STRONGLY ENCOURAGED TO APPLY.

# DESCRIPTION OF RESPONSIBILITIES

## CLINICAL RESPONSIBILITIES

- Outreach and engage tenant population in Newton Housing Authority's Federal Public Housing Program.
- Provide social services to Newton Housing Authority residents.
- Perform clinical assessments when required and develop individualized action plans, including goals and a means of monitoring progress.
  - Utilize networks of social and clinical services to assist residents in meeting identified needs.
  - Utilize motivational interviewing and other evidence-based modalities to assist residents in meeting the identified needs
- Respond to crisis referrals and situations, providing written follow-up to the Director of Resident Services.
- Provide case management services, including, but not limited to, issues with housekeeping and hoarding behaviors, eviction prevention, household budgeting and economic self-sufficiency, arrangement of transportation for social and personal needs, referrals and linkages to community resources.
- Provide short-term therapeutic intervention until residents are connected to long-term outpatient services. The clinical relationship can range from 3 days to 12 months depending on the clinical needs of the resident.
- Provide brief clinical interventions for residents that require short-term clinical support.
- Perform in-home hoarding and clutter assessments and long-term therapeutic interventions utilizing Motivational Interviewing.
- Assist residents by producing informational materials, including monthly newsletters for elders and families.
- Assist tenants in preparing any necessary forms or documentation needed to take advantage of social welfare programs.
- Serve as mediator for tenant dispute resolution.
- Supervise Master of Social Work Clinical Interns.

## RECREATION RESPONSIBILITIES

- Co-develop recreation programming to address NHA's growing diverse population.
- Serve as authority representative at tenant meetings.
- Implement social and recreational activities for residents in elderly and family housing such as but not limited to: flu shot clinics, holiday parties, psycho-education programs.
- Serves as authority representative at tenant meetings.
- Attend pertinent meetings, seminars, conferences, workshops, or any other housing or resident services oriented presentation.

## ADMINISTRATIVE RESPONSIBILITIES

- Maintain tenant records and Resident Services Department records.
- Support Director of Resident Services in annual grant reporting and annual internal reporting.
- Support Director of Resident Services in soliciting donations for programs.
- Perform other related duties as required or requested.

## QUALIFICATIONS

- Candidates must have their LCSW before hire or receive their LCSW within 6 months of hire.
- Candidates must have personal transportation.
- Candidates should have an interest in adopting Motivational Interviewing as a primary intervention style or should have experience in Motivational Interviewing.
- An ideal candidate would have experience working with Older Adults.
- An ideal candidate would be passionate about affordable housing.

## SKILLS

- Candidates should be highly proficient in Microsoft Office.
- A candidate that can communicate in a second language is highly preferred.
- Candidates should have strong skills in working cross culturally.