



Fresh Start
Women's Foundation

**Fresh Start Women's Foundation
Job Description**

Title: Social Worker

Reports to: Social Work & Special Projects Senior Manager

FLSA Status: Exempt

Organization and Mission:

Since 1992, Fresh Start Women's Foundation has been on a mission to provide education, resources and support for women to positively transform their lives and strengthen our community. We envision a community where every woman reaches her full potential through achieving personal empowerment and financial self-sufficiency. As a 501(c)(3) nonprofit organization, Fresh Start helps women 18 and up focus on key areas of their lives, with a wide range of services, classes and workshops designed to teach self-confidence, life skills and career development.

Job Summary:

Social Workers are responsible for providing support to women as they face various life transitions, seek opportunities for new growth, and set personal and professional goals. This position is intensely focused on providing a high level of customer service with a level of empathy and understanding of the diverse situations which bring clients into the center.

Specific Job Responsibilities:

- Conduct strength based bio-psycho-social assessments with individual clients using a Strengths Based Empowerment model.
- Engage clients for ongoing social work services as they transition through life challenges and participate in personal and professional development programs.
- Help women to prioritize their current needs and create an action plan in alignment with their goals.
- Provide immediate crisis intervention to clients in need.
- Support staff in de-escalation of clients in Women's Resource Center as needed.
- Support clients in navigating community and state systems and resources.
- Conduct "First Steps" Orientations and follow up duties as assigned.
- Present workshops and/or facilitate psycho-educational empowerment and support groups.
- Assist in developing partnerships with other service providers and members of the community.
- Document client interaction appropriately and in adherence to confidentiality standards.
- Adhere to Social Work Standards and ethics.
- Complete client data monthly reports.
- Training and supervision of ASU Master of Social Work student interns.
- Interview and coordinate outside presenters for appropriate workshops and support groups held at Fresh Start.



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Job Requirements:

- Must have clear and competent oral and written communication skills
- Ability to work respectfully and effectively with a variety of individuals including clients, volunteers, staff, donors and community partners
- Understanding and compassion for women from all walks of life
- Must consistently exhibit high levels of initiative, flexibility and professionalism
- Physical duties including lifting, standing, etc. may be required
- Willingness to support other departments when needed
- Skilled at working and staying motivated in both a team and individual work environment
- Willingness to attend outside meetings and events to represent Fresh Start
- Strong organizational, problem solving and decision making skills, ability to multi-task and work in a fast paced, demanding environment
- Must be willing to work flexible hours including mornings, evenings, and weekends.

Qualifications:

- Master of Social Work required. A Bachelors of Social Work or degree in related field plus 3-5 years' experience in a social service setting may substitute.
- Knowledge of non-profit organizations and issues impacting women required.
- Possess clinical and assessment skills.
- Basic computer skills and excellent written and verbal communication skills required.
- Extensive knowledge of community resources required.
- Bilingual preferred.
- Skill working with diverse populations required.
- Must be able to pass a background check and fingerprint clearance.

To Apply:

- Please send your resume and cover letter in an email with the subject line "social work position" to: resumes@fswf.org

Notice: *This job description in no way states or implies that these are the only tasks to be performed by the employee occupying this position. The employee will be required to follow any other instructions and to perform any other job related duties requested by his or her supervisor.*

Fresh Start reserves the right to change this job description at any time. This job description supersedes prior job descriptions.

Reasonable accommodations can be made for a disability that is affected by the above stated job responsibilities and/or qualifications.