



50 East 168th Street, Bronx, New York 10452

[www.WHEDco.org](http://www.WHEDco.org)

**Title:** Licensed Social Worker  
**Location:** 1309 Louis Nine Blvd., Bronx, NY, 10459; 50 East 168th St., Bronx, NY 10452  
**Reports to:** Vice President of Family Support Services  
Secondary Report – Vice President of Family Support Services

The Women’s Housing and Economic Development Corporation (WHEDco), a Bronx-based nonprofit housing and community development organization, seeks a **Licensed Social Worker** to join its **Family Support Services Department**. WHEDco has worked for 25 years to build a more beautiful, equitable, and economically vibrant Bronx. We reach 40,000 people annually through energy-efficient, healthy and affordable homes, early childhood education and youth development, family support, home-based childcare microenterprise, and food business incubation. See [www.whedco.org](http://www.whedco.org) for more information.

#### **Job Summary:**

The Licensed Social Worker will assist with the development and implementation of mental health support programming for WHEDco’s home-based childcare and EarlyLearn populations (including parents, children, and providers), and will perform a range of clinical and administrative duties. The Social Worker will provide counseling, professional development trainings, referrals, and other mental health resources as needed, and will demonstrate appropriate goal-setting and effective practice skills in a collaborative model. Services will take place at WHEDco and at home-based childcare locations when deemed necessary and some evening hours maybe required.

#### **Responsibilities:**

- Under the direct supervision of Vice Presidents, provide a range of clinical and administrative duties to include: individual assessments and consultations, individual and group counseling, case management and advocacy, and resource and referral services to an estimated caseload of 25-30 families (including children) and home-based childcare providers.
- Provide clinical interventions in areas such as family and domestic violence, crisis intervention, anxiety and depression, housing instability, substance abuse, childhood development, and childhood trauma.
- Work with WHEDco’s Parent Liaison to assist parents in completing the Ages and Stages Questionnaire to help detect children and families who need early intervention and other mental health supports.
- Hold parent workshops on wellness, stress, and other related topics.
- Hold provider workshops to assist their work with families with mental health needs, as well as on topics such as wellness and stress to support providers’ mental health.
- Create and or facilitate staff professional development trainings on variety of mental health topics.

- Provide internal and external referrals as appropriate. Develop and maintain linkages within a network of multi-disciplinary human service organizations including Early Intervention (EI) programs, Committee on Pre-school Special Education (CPSE) programs, child development centers, psychiatric evaluation and treatment facilities, and other community resources.
- Document and track client services and progress using WHEDco's in-house Client Tracking System and prepare reports for supervisors and WHEDco as needed; work with WHEDco's Research, Policy and Evaluation Department to periodically review data and the evaluation process.
- Attend in-person and phone meetings including department team meetings, clinical case conferences, and regularly scheduled supervisory meetings.
- Participate in in-house and external staff development and training activities.
- Perform other related duties as may be requested by supervisors.

**Qualifications:**

- LCSW or LMSW
- Minimum of 1 -2 years of experience in providing mental health services to children and adults
- Knowledge of clinical services, case management, and advocacy in a multi-disciplinary setting
- Knowledge of childhood development and childhood trauma-related mental health services
- Proficiency in Cognitive Behavioral Therapy techniques
- Bilingual in English and Spanish required

Excellent benefits and competitive salary based on experience. WHEDco is an equal opportunity employer.

To apply, please send a cover letter and resume to [HBCCsocialworker@whedco.org](mailto:HBCCsocialworker@whedco.org).