



April 1, 2025

**CASE MANAGER / SOCIAL WORKER (Part-time Consultant)
Family Law Unit (FLU)**

Greater Boston Legal Services (GBLS) is committed to fair employment practices. We are proud to employ a staff with the cultural and linguistic competency to work within a variety of communities.

Greater Boston Legal Services seeks a **Case Manager** to join our interdisciplinary Response Team representing families who are involved with the Department of Children and Families (DCF). We call this project the Family Preservation Project (FPP). The FPP works in three-person "Response Teams" that include a lawyer, a case manager, and a parent advocate. The FPP works with families at-risk of foster care removal by providing both legal representation in poverty-related legal matters like custody, 209A abuse prevention proceedings, housing, and public benefits, and by providing non-legal help related needs, such as preparing to meet with DCF workers and applying for needed services and benefits. The goal of the FPP is to prevent foster care removal and promote physical, financial, and emotional safety for custodial parents and their children.

Greater Boston Legal Services seeks to have a work force that reflects the communities we serve. We encourage people of all backgrounds to apply. We believe that a variety of professional and personal experiences will help us to create strong, insightful, and trusted teams.

Responsibilities

The Case Manager will:

- Work with clients to identify family strengths and family needs
- Make referrals to culturally appropriate services for the client
- Advocate directly with Department of Children and Families case workers for client needs
- Maintain regular communication with clients, DCF, and other FPP team
- Create and oversee task lists for clients and Parent Advocate
- Regularly attend meetings with other legal team members

Qualifications

GBLS seeks candidates who:

- Have experience in case management or similar work experience with limited-income families
- Have experience supporting individuals or families in crisis or experiencing significant stress
- Have experience working with survivors of domestic violence
- Have experience working with DCF-involved families or lived-experience working with DCF as a parent

- Are knowledgeable about community resources
- Have excellent communication skills
- Hold an MSW or BSW degree or equivalent qualification

In addition, it is helpful—not required—for a candidate:

- to speak a language commonly spoken by GBLS clients (e.g. Spanish, Haitian Creole, Arabic)
- to have training and/or certification as a social worker

Compensation and Workload: The FPP case manager/social worker will be expected to work from 10 to 15 hours per week with wages of \$75 per hour. This is an Independently contracted, part-time position.

Candidates should submit a cover letter, resume, and brief writing sample to the Human Resources Team via e-mail at jobs@gbls.org. Please refer to the Job Code: FLU-Case Manager when applying. Deadline for applications is April 15, 2025, or until position is filled.

At GBLS, we recognize our strength comes from the unique contributions of each team member. We invite candidates from all walks of life and backgrounds to apply.