



**Job Title:** TFG Rochester (MN) Social Worker (Satellite Site Lead/Case Manager)

**Supervisor:** Twin Cities Site Director/Twin Cities Program Director

**Employment Type:** Part Time/Full Time

**Hourly/Salaried:** Hourly

### **Organizational Summary:**

**Together for Good (TFG) is a Christian non-profit; our employees live out the biblical Christian faith through serving vulnerable families.**

**Our mission:** TFG creates pathways for the local church to come alongside vulnerable children and families in Christ-centered ministry.

**Our vision:** Every family would experience hope and healing through the love of Jesus Christ.

It is our joy to equip local churches to journey together with isolated mothers and vulnerable children by offering advocacy/mentorship, as well as voluntary hosting of the children during crises such as homelessness, medical crisis, unemployment, and mental health struggles. We believe in the power of relationships and that no family should ever walk alone. This innovative model has become a new path to keep families together and help them thrive.

### **Position Summary:**

As the Satellite Site Lead/Case Manager, this person will establish and grow the TFG Rochester (MN) Satellite Site. This involves the recruitment and development of TFG partner churches and building a base of volunteers. It also involves developing a network of referral sources.

In this role, the Satellite Site Lead/Case Manager will collaborate with our Twin Cities professional care team to support vulnerable children and families in crisis. The primary job of the Case Manager is coaching volunteer caregivers and advocates who provide hosting for children. The Case Manager will conduct participant intakes, assessment of needs, and schedule hostings. They will manage a caseload of participants that will consist of some crisis care, as well as ongoing respite care for participating families. They will also collaborate with other agencies and community partners when needed to better support participant families. The Case Manager will need to be available for occasional evening and weekend work.

### **Core Responsibilities:**

#### **Satellite Site Lead**

- Identify and develop a TFG Rochester Local Committee.
- Responsible for maintaining the quality of TFG model implementation.
- Engage a growing network of churches aligned with our statement of faith and values.
- Build sufficient Ministry Coordinator leadership within each church.
- Participate in developing, implementing, and facilitating recruitment strategies for TFG volunteers (Host Families, Advocates, support volunteers) alongside church partners.
- Maintain strong communication with TFG Church ministry coordinators in order to assist with resource direction for volunteers.
- Model high value appreciation of volunteers.
- Use TFG approved print, web and video resources to raise awareness of TFG.
- Network and foster good relationships with other agencies, promoting TFG to potential referrers within targeted communities to create a referral base and resource network. Including, start and develop relationships with staff at the local child welfare system level.
- Work with the local TFG Rochester Committee to develop and implement an ongoing fundraising plan to support the continued work of TFG in Rochester.



### **Case Manager**

- Engaging, equipping, and encouraging volunteer host families and advocates.
- Facilitate participant intakes (CRM) and determine if TFG can provide support.
- Coordinate hostings (in partnership with the Twin Cities Program Coordinator) and maintain an organized calendar of hosting logistics.
- Ensure all children are hosted in appropriate homes, monitored according to policies.
- Provide support, encouragement, and professional oversight for Host Families during a hosting.
- Facilitate the connection between TFG volunteer advocates and TFG participants.
- Troubleshoot difficulties with volunteers as they may arise.
- Coordinate, refer and/or collaborate with other agencies and providers when needed.
- Maintain case notes and documentation in CRM database.
- Obtain feedback from participant families and Host Families following each service.
- Submit CPS reports as needed.

### **General Duties**

- Participate in all required TFG functions, meetings, and supervision.
- Ensure that communications (written & digital) & social media are appropriately and consistently used.
- Participate in TFG staff conferences, policy and practice development meetings and other relevant meetings as invited.
- Maintain tracking/reporting of information pertinent to recruitment, training, clearing/certifying volunteers (in partnership with Twin Cities Volunteer Onboarding specialist).
- Participate in quality assurance/quality improvement activities as requested.

### **Qualifications:**

- Bachelor's degree in social work required.
- Social Work License preferred.
- Demonstrated skill in the following areas: public relations/public speaking, networking, recruitment and training, and administration /organization.
- This individual must be a self-starter, organized, autonomous, and assertive.
- Experience working with at-risk populations preferred.
- Must provide their own transportation.
- Must be willing and able to agree with and support the TFG Mission Vision and Values.

### **Travel and Work Schedule:**

- Available for work Monday - Friday 9:00 AM – 5:00 PM.
- Occasional availability needed for evenings and weekends.
- Must travel throughout Rochester & surrounding area.

### **Compensation:**

- This position receives an hourly rate of pay.
- Hourly rate determined by education (licensure) & experience.
- Mileage reimbursed at the federal mileage rate.
- PTO & Paid Organizational Holidays available.
- This position does not currently include medical/retirement benefits.

### **How to Apply:**

- Please email a cover letter and resume to [info@tfgood.org](mailto:info@tfgood.org).