



OFFICE OF RESPONDENT
PARENTS' COUNSEL
Protecting the Fundamental Right to Parent

Non-Classified

EMPLOYMENT OPPORTUNITY

Office of Respondent Parents' Counsel

SOCIAL WORK OUTREACH COORDINATOR

Job Location: The Central office is located in Denver, Colorado, and State of Colorado employees must reside in Colorado. At this time, the position is primarily remote.

Salary Range: \$6,899 - \$9,545 per month

Release Date: July 18, 2022

Apply By: August 18, 2022, 5:00pm

Employment Type: Full Time

ABOUT THE ORPC

The Office of Respondent Parents' Counsel (ORPC) is an independent agency within the State of Colorado Judicial Branch that is vested with the oversight and administration of legal representation for indigent parents in child welfare cases across Colorado.

Respondent Parents' Counsel (RPC) play a critical role in achieving the best outcomes for children in child welfare cases by protecting the legal and due process rights of parents, presenting balanced information to courts, and promoting the preservation of family relationships. To learn more, visit <https://www.coloradoorpc.org/>.

GENERAL STATEMENT OF DUTIES

The Social Work Outreach Coordinator will work closely with the Social Worker – Director of Programs in recruiting, administering, and enhancing the effective involvement of contract social worker, family advocate and parent advocates and interns as part of ORPC interdisciplinary defense teams. This new position will include practice, policy, research, and administrative duties. This position requires clinical supervision and oversight of independent contractor social workers, family advocates, parent advocates and MSW interns and program development skills.

ESSENTIAL JOB FUNCTIONS

The Office of Respondent Parents' Counsel invites qualified applicants to apply for the position of Social Work Outreach Coordinator. This position will:



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- Support the ORPC's Preventive Legal Services pilot program and expansion. Seek collaborations with community and county partners to create opportunities for interdisciplinary parent representation with the goal of preventing family separation and/or the filing of a dependency and neglect action in court.
- Support the administration of the ORPC parent advocate program where we recruit, train, and mentor parents with lived experience to join interdisciplinary parent defense teams.
- Provide individual and group consultation to ORPC contract social workers and family advocates; provide supervision and mentorship to ORPC contract parent advocates and MSW interns.
- Cultivate relationships with graduate schools of social work to ensure a high quality internship program and to assist with recruitment of social worker contractors, particularly in rural counties.
- Assist in capacity building for interdisciplinary programming, including developing/improving infrastructure to expand current programming and ease of assignments.
- Assist in reviewing social work, family advocate, and parent advocate requests and making appropriate assignments based on the needs of the case. Consult with attorneys making requests and with the assigned interdisciplinary team members.
- Assist in the development of resources and trainings to support the use of interdisciplinary teams in all stages of the parent representation continuum.
- Cultivate relationships with child welfare stakeholders and county human services departments and represent the ORPC to elevate the voice of parents through participation in relevant committees, task forces, and stakeholder meetings across the state.
- Work collaboratively with staff to assist in all aspects of ORPC's mission.
- Perform other duties, as assigned.

DISTINGUISHING FACTORS

This position is distinguished from other positions by the focus on performing social work, clinical, and administrative tasks at a high professional level. The applicant must have good technical, communication, and people skills, knowledge of the child welfare system and processes, and knowledge of the statutes governing Dependency and Neglect cases. The applicant must understand the professional and ethical principles and practices related to client confidentiality and attorney-client privilege, be able to integrate theories of social work and up to date evidence-based practices and coordinate effective working relationships with universities, attorneys, clients, court personnel, forensic experts, co-workers, and peers.

QUALIFICATIONS

The applicant must have a master's degree in Social Work and be licensed as an LSW or LCSW through DORA or be eligible for licensure within 12 months from the hire date. Must have at least three years of experience in the field of child welfare or related fields.



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To perform this job successfully, an individual must be able to perform each of the above essential functions satisfactorily. The requirements listed below are representative of the physical and environmental conditions required of the employee on the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment:

This position is subject to many interruptions and may require handling multiple calls, inquiries, and job priorities at once. The noise level in the work environment is usually moderate.

EEO/AA/ADA EMPLOYER

NOTICE! The Office of Respondent Parents' Counsel believes that equity, diversity, and inclusion drive our success, and we encourage candidates from all identities, backgrounds, and abilities to apply. The State of Colorado is an equal opportunity employer committed to building inclusive, innovative work environments with employees who reflect our communities and enthusiastically serve them. Therefore, in all aspects of the employment process, we provide employment opportunities to all qualified applicants without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity or expression, pregnancy, medical condition related to pregnancy, creed, ancestry, national origin, marital status, genetic information, or military status (with preference given to military veterans), or any other protected status in accordance with applicable law.

NOTICE! Each person employed must present identity and employment eligibility verification.

NOTICE! Employees hired after March 1, 1988, must be on the payroll direct deposit program.

NOTICE! The Office of Respondent Parents' Counsel is committed to the full inclusion of all qualified individuals. As part of this commitment, our agency will assist individuals who have a disability with any reasonable accommodation requests related to employment, including completing the application process, interviewing, completing any pre-employment testing, participating in the employee selection process, and/or to perform essential job functions where the requested accommodation does not impose an undue hardship. If you have a mental or physical impairment which limits one of your major life activities (e.g. walking, hearing, seeing, speaking, breathing, or learning) and require reasonable accommodation to ensure you have a positive experience applying, testing or interviewing for this position, it is your responsibility to notify the Office at least 3 working days before the interview or test date. If you need special accommodations at the work site, you must notify the Office as soon as possible so that such accommodations may be effected as quickly as possible.

NOTICE! All prospective employees of the Colorado Judicial Branch are subject to background investigation prior to hiring.



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NOTICE! Employees will be required to attest to and verify that they are fully vaccinated for COVID-19. Upon hire, new employees will have three (3) business days to provide attestation to their status with proof of vaccination. Note: Fully vaccinated means two (2) weeks after a second dose in a two-doses series of the COVID-19 vaccine, such as the Pfizer or Moderna vaccine, or two (2) weeks after the single-dose vaccine, such as Johnson & Johnson's Janssen vaccine.

HOW TO APPLY

Complete the online application at the link below. Please direct application questions to Jena Fleiner, ORPC Office Manager, at admin@coloradoorpc.org. Submit a cover letter detailing qualifications and experience for this position, a resume, and a list of three professional references by **5 p.m. on August 18, 2022**, by filling out the application at the following link:

https://fs7.formsite.com/ORPCColorado/form32/form_login.html

You may submit the required information through the online application only. Late or incomplete applications will not be considered. Please note application materials will not be returned. Successful applicants will be contacted to schedule an interview. This position is eligible for benefits, including participation in retirement, health, dental, life/AD&D, and short-term disability plans and paid leave.

Faxed, mailed, or emailed applications will NOT Be Accepted. Be sure to follow the directions to apply.