

YOUTH ADVOCATE

The youth advocate's primary responsibility is to provide high-quality, zealous, mentorship and case management to help clients reach their goals in court and in the community.

Specifically, the youth advocate's responsibilities include:

Assisting in Implementing Service Plans

- Assist in the implementation of social service plans – including sentencing plans that present the court with compelling alternatives to incarceration, and plans for provision of services on release from incarceration – created by the social worker for LCCR clients, driven by their expressed interests and goals;
- Communicate with school staff regularly to support client in school environment;
- Initiate communication with clients released from incarceration within 24 hours in order to begin implementation process of the client case plan;
- Becoming, and remaining familiar with relevant service providers – including community-based providers of mental health care services, job training, counseling, and housing – and conducting site visits to assess the quality of service providers and their suitability for LCCR clients;
- Becoming and remaining familiar with the range of benefits that may be available to clients and their families, and with the mechanisms for accessing those benefits;
- Assist social worker in making referrals, finding placements, and assisting with logistics and enrollment to help clients and their families access needed services and benefits;
- Maintaining regular contact with programs providing services to LCCR clients, monitoring service quality and client compliance;
- Evaluating client progress towards service plan goals, and counseling clients to help ensure that goals are met;
- Collection of medical and school records to assist with client case;
- Play a lead role in conducting client and parent intakes and outtakes;
- Attend school meetings, disciplinary hearings and medical appointments as needed for client success;
- Transportation of clients as needed and as directed by client case plan.

Communication, Presentation and Documentation

- Building and maintaining strong relationships of trust with clients and their families;
- Maintaining regular contact with clients, including regularly visiting clients at home and in custody;
- Testifying in court, as needed, and assisting in the preparation of presentations to judges and other decision-makers;
- Preparing written reports on subjects including client needs and service plans;

- Thoroughly documenting all work and all information gathered in a timely manner
- Participation in team meetings and regular check-ins with team Social Worker.
- Completing internally used data (timesheets, outputs and other documentation used for data purposes) in a timely manner.

Administration and Projects

- Prioritize responsibilities and use resources effectively and efficiently;
- Thoroughly document advocacy efforts and outcomes;
- Carefully keep electronic and paper records, case files, calendars, activity logs, case lists, and timesheets, and perform other administrative tasks as directed;
- Collaborate with other LCCR staff in strategic planning and implementation and in realizing the office's mission and vision through refinement of existing projects and new project development;
- Join with other staff, and take the lead when appropriate, on systemic reform efforts;
- Assist in project evaluation and assessment;
- Other projects as directed by LCCR's Executive Director or Director of Client Services.

Youth advocates must perform all duties in accordance with applicable law, ethical rules, and the performance standards promulgated by LCCR and the Louisiana Public Defender Board.

Salary and Compensation

The position offers a salary of \$40,000- \$65,000, depending on years of experience and based on an established pay scale. LCCR offers employee benefits that include generous paid time off, 100% employer covered health insurance (including dental and vision) for employee + spouse or children, 403B retirement plan, and paid parental leave. This position is a hybrid of remote and in-office work. This position is full-time, and no other compensated work is permitted.

To Apply

Please provide a resume, cover letter, one-page writing sample, and three professional references to jobs@lakidsrights.org. In the subject line of the email, please write "Youth Advocate." Applications will be considered on a rolling basis and the position will remain open until filled.

LCCR values diversity and is an equal opportunity/affirmative action employer. People of color, women, LGBTQ persons, people with disabilities, and those directly impacted by the legal system are encouraged to apply for all positions.