**Job Description:**

**Social Worker for VPA-Community Advancement for Peace Project (CAPP)**

**Job Summary**

The health and safety of victims of violence and abuse who present at hospitals in Kingston and come from the designated communities especially Whitfield Town, Trench Town and their environs. These are to be given top priority in order to alleviate the impact of such trauma and reduce the risk of repeat injuries, and reprisals / retaliations.

Reporting to the CAPP Project Coordinator, and in collaboration with the Director of Social Work at the designated hospitals, the major duties of the selected candidate will be to (a) provide early response services (within 72 hours) to victims of violence and abuse (b) conduct relevant case management activities to evaluate risk and protective factors (c) prepare risk assessment and refer as required, (d) conduct periodic follow up as required to support improvement in psychosocial functioning and (e) participate in the programme development and other project related activities, especially in the project communities.

**Qualifications and Work Experience**

* BSc in Social Work
* Good inter-personal skills
* Good oral and written communication skills
* Professional interest in violence prevention
* Familiarity with the Child Care and Protection Act 2004
* Familiar with the work of Violence Interrupters
* Experience in working with victims of violence and abuse
* Experience working in a hospital environment
* Experience/be prepared to work in potential high-risk/volatile communities
* Proficient in Microsoft Word and Microsoft Word Excel

**Job functions and tasks:**

1. Monitor hospital injuries surveillance data to identify relevant cases
2. Liaise with Medical Social Worker, medical records, outpatient and Accident and Emergency departments to identify cases not captured in the surveillance system
3. Liaise with Violence Interrupters on case management services to victims of violence from the designated targeted communities
4. Prepare case management notes from client interviews, hospital records, and field visits as may be required.
5. Conduct home, school and community visits in conjunction with Violence Interrupter as may be required to assess the client’s risk status and need for intervention (NB - during the COVID19 pandemic, these contacts may be conducted by telephone)
6. Facilitate routine briefings and de-briefings on visits and referrals
7. Monitor the maintenance of the target response time to cases
8. Ensure compliance with mandatory reporting obligations
9. Ensure confidentiality of all client information.
10. Participate in regular meetings with team members for quality assurance purposes
11. Participate in organized training for capacity building
12. Prepare and submit monthly reports to the CAPP Project Coordinator
13. Ensure the effective and efficient use and care of assigned equipment and supplies

**Project Duration:** This will be a full-time position for1 year with the possibility of renewal for an additional year.