

GROW Coordinator

Job Description

We're hiring GROW Coordinators! We are looking for caring, detail-oriented individuals with a commitment to improving the quality of life for low-income families in their community. GROW Coordinators are responsible for formulating individualized self-sufficiency plans with our clients. Excellent GROW Coordinators possess strong networking connections with other social services in their communities, a passion for connecting individuals to resources, and the ability to listen to the needs of our clients. Applicants should be comfortable building personal relationships, have an empathetic and supportive spirit, and be proficient in Microsoft Office Suite. If this description sounds like you, please visit our website www.caaneal.org/employment to download an application!

Primary Responsibilities:

- To formulate individualized self-sufficiency plans with clients
- To assist clients in meeting the ideals of the GROW Program, which are to gain resources, opportunities, and well-being.
- To connect with existing resources in the community
- To schedule routine meetings with clients
- To coordinate funding to achieve maximum benefits
- To work closely with local community partners
- Other duties as assigned.

Qualifications:

- A degree from an accredited college in Social Work or a related field is preferable, however, experience and the ability to be successful can be substituted, or a minimum of two years' experience in a supervisory capacity.
- Ability to obtain and maintain certifications necessary for program success.
- Be a positive and encouraging person

Benefits:

- Full-time schedule (Monday-Friday 8:00-4:30)
- Offices Located in: Oneonta, Centre, Rainsville, Scottsboro, Guntersville, Pell City, and Birmingham.
- Retirement, health insurance, and life insurance.