



Rural Outreach Specialist

Full-Time (30-35 hrs/wk), Pay Range: \$17-18/hr DOE

Job Description

The Rural Outreach Specialist (Field Case Manager) is part of the Family Development Team and supports families in rural Baca, Kiowa, and Prowers Counties. This position works one-on-one and in small groups with individuals and families, providing in-depth Family Development and implementing techniques to assist families toward becoming self-reliant. The Rural Outreach Specialist is responsible for acting as a resource to families, facilitating assessment of needs and helping to develop goals, helping to recognize barriers to stability, and assisting with the development of strategies for meeting families' needs and strengthening their support network. This position also provides parent education and family support activities using curriculum such as the Nurturing Parenting Program, Nurturing Fathers, BrightCourse life skills curriculum, etc. The Rural Outreach Specialist works closely with the Family Navigator and the Family Development Coordinator to ensure that families are connected to resources and services to meet their individual needs. This position provides services to families both within our established office spaces in Springfield and Eads, as well as in various locations in Baca, Kiowa, and Prowers Counties via our mobile outreach vehicle.

Areas of Responsibility

Case Management:

- Provides case management, to include comprehensive family development services
- Enrolls participants into family development, Nurturing Parenting, Kinship Navigation, Respite, and other PSSF programs
- Makes internal and external referrals to support client needs
- Enters all client data into FRCAforce, the OEC data system, and/or PEAK PRO in a timely manner as per program (i.e. PSSF, FRCA, SNAP) guidelines

Client Education:

- Provides parenting classes to community members using Nurturing Parents, Nurturing Fathers, BrightCourse, and/or other relevant curriculum
- Provides updates to caseworkers, probation officers, etc. as appropriate regarding client progress

Outreach Vehicle Operation

- Drives the mobile outreach vehicle on a regularly scheduled route throughout the region
- Performs pre- and post-trip inspections of the mobile outreach unit to ensure safety
- Works with the Family Navigator to ensure that the mobile outreach unit is continuously stocked with necessary supplies
- Maintains mobile outreach unit in clean and safe operating condition, submitting maintenance requests as needed.

Skills for Success

- Cultural literacy
- Empathy, with firm boundaries



- Case management skills
- Time management skills
- Knowledge of resources, government programs and family systems
- Organization and attention to detail
- Strong communication skills, both verbal and written
- Ability to multi-task, problem solve and work in a team
- Willingness to accept feedback and adapt accordingly
- Flexibility and ability to adapt to changing circumstances
- Excellent computer skills
- Ability to work independently

Minimum Requirements:

1. Bachelor's Degree in Social work, Human or Child and Family Development, Education or related field preferred.
2. Two years' experience working in a social service related field.
3. Ability to safely operate a large motor vehicle (class C motorhome).
4. Residence within designated service area preferred.
5. Must have a valid, current Driver's License, current automobile insurance, access to a reliable vehicle, and a clean driving record.
6. Ability to pass a CBI fingerprint background check, TRAILS check, motor vehicle history check, and sex offender registry check.

Benefits: 10 paid holidays, PTO, dental contribution, AFLAC contribution, IRA contribution (after 1 yr), flexible and family-friendly workplace

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