



Job Title	<i>Dad Advocate (Case Manager)</i>
Department	<i>Center for Financial Inclusion</i>
Reports to	<i>Senior Program Manager</i>
Location	<i>Washington, DC</i>
Position Type	<i>Regular, Full-time</i>
Exemption Status	<i>Nonexempt</i>
EEO Classification	<i>5700</i>
Date	<i>January 2025</i>

General Summary

The Greater Washington Urban League is offering The Black Fatherhood Blueprint Program in partnership with the United Way of the National Capital Area (United Way NCA). This program will provide guidance and support for fathers and their families. Fathers will be supported in the areas of health, relationships, and economic mobility. The program will help Black Fathers in Washington, DC to improve overall wellness, economic well-being, and reduce child support arrears for hundreds of families in the District of Columbia, now and in future generations. After a four-month ramp-up phase, the program will serve 150 families over a 2-year period.

The fathers will receive ongoing guidance and resources, to support their healing, build their network of support, increase their parenting knowledge, and improve their overall well-being, while also fulfilling their duty to provide financial resources for their child. The program will provide healing circles, financial therapy, workforce development training, parenting education, mental and physical health resources, legal support, housing navigation, emergency financial assistance, peer support groups, individual and family therapy, and more. It will serve as a place for fathers to build stronger familial bonds, regain their financial footing, catch up on child support arrears, and develop their own social and emotional well-being and that of their families.

The Dad Advocate (Case Manager) will play an integral role in providing comprehensive support to Black fathers and their families, guiding them through a range of social services and resources to enhance their well-being and empower them in their role as fathers. This position involves conducting intake assessments, developing individualized care plans, and offering advocacy to ensure clients have access to critical services, such as housing, employment, legal assistance, and mental health support. The Dad Advocate (Case Manager) will work closely with clients to address barriers to success, including systemic challenges, and offer ongoing support through regular follow-ups, case coordination, and resource referrals. In this role, the Dad Advocate (Case Manager) will work closely with the fathers to guide them through program services, support them in taking the necessary steps for program completion, and keep them connected to the program through the alumni group. Additionally, the role includes providing education on parenting, fatherhood, and emotional well-being, as well as advocating for the needs of Black fathers within the broader community. A commitment to social justice, strong communication skills, and an ability to build trusting relationships with clients are essential in this role.

Essential Duties and Responsibilities

According to the ADA 1990, reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- **Client Intake & Assessment:** Conduct comprehensive intake assessments to understand the goals, needs, strengths, and challenges of Black fathers and their families.
- **Care Plan Development:** Develop individualized, strengths-based care plans that address clients' goals, including better overall wellbeing, improved father-child relationships, access to housing, financial education, employment, legal aid, physical health, and mental health services.
- **Case Management:** Manage and coordinate complex cases, ensuring clients receive appropriate services and resources across various systems.
- **Program Navigation:** Guide fathers through various program tracks, by recommending appropriate next steps, completing consistent check-ins, and monitoring progress to support them in achieving program

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completion.

- **Advocacy & Support:** Act as an advocate for Black fathers, ensuring they have access to critical resources and services. Assist in navigating complex systems (e.g., legal, housing, healthcare) to address client needs.
- **Resource Referral:** Connect clients with community resources and services, including educational programs, mental health counseling, employment opportunities, and family support services.
- **Case Coordination:** Monitor and coordinate services across multiple providers to ensure fathers receive comprehensive support. Facilitate communication between fathers and service providers.
- **Follow-Up & Progress Monitoring:** Regularly follow up with fathers to track progress, provide additional support, and adjust care plans as necessary to meet evolving needs.
- **Parenting & Fatherhood Support:** Provide coaching and education on parenting, fatherhood, communication, child development, co-parenting, and healthy relationship-building, emphasizing the importance of positive father-child interactions.
- **Crisis Intervention:** Respond to clients in crisis, providing immediate support and connecting them to relevant emergency services or crisis management resources.
- **Documentation & Reporting:** Maintain accurate and confidential case files in the program case management system of record, including case notes, progress notes, care plans, and service referrals, in accordance with agency policies and legal requirements.
- **Community Engagement:** Actively engage with the local community to build partnerships and identify new resources for Black fathers and their families.
- **Collaboration with Program Team:** Work closely with other program staff, including the senior program manager, therapists, program administrators, outreach coordinators, and parenting educators, to ensure coordinated service delivery and holistic support for fathers.
- **Cultural Sensitivity:** Employ culturally competent approaches when working with clients, understanding the unique experiences and challenges faced by Black fathers and families.
- **Education & Outreach:** Participate in community outreach efforts to increase awareness of the Black Fatherhood Blueprint program, encouraging fathers to engage in services and support programs. Amplify the positive narrative about Black fathers and promote the program's value and impact.

Qualifications

- Bachelor's degree in Social Work, Psychology, Sociology, or a related field from an accredited institution.
- Certification in case management or a related field preferred.
- Minimum of 3-4 years of experience in case management, social services, or advocacy, with a focus on working with families and underserved populations.
- Experience working with Black fathers and families, particularly in addressing challenges related to fatherhood, systemic barriers, and social services.
- Strong knowledge and experience in navigating community resources, social service systems (e.g., housing, employment, mental health services), and legal services relevant to Black fathers and families.
- Excellent communication and interpersonal skills, with the ability to build trust and rapport with clients from diverse backgrounds.
- Strong organizational and time-management skills, with the ability to handle multiple cases and prioritize tasks effectively.
- Ability to conduct thorough client assessments and develop personalized care plans.
- Proficiency in case documentation, report writing, and maintaining confidential client records.
- Strong working knowledge of Microsoft Teams, Word, Excel, PowerPoint, and Outlook.
- Experience in crisis intervention and conflict resolution, with the ability to handle sensitive situations with empathy and professionalism.
- Ability to advocate for clients within various systems (e.g., legal, healthcare, housing) to remove barriers and facilitate access to services.
- Empathetic, compassionate, and committed to advocating for the needs of Black fathers and families.
- Strong commitment to social justice, equity, and addressing the unique challenges faced by Black communities.
- Ability to work independently, as well as collaboratively in a team-oriented environment.
- Demonstrated ability to navigate complex situations with professionalism, confidentiality, and cultural sensitivity.



- Experience in family dynamics, parenting, and fatherhood support is highly desirable.
- Willingness to engage in ongoing professional development and training related to social services, cultural competence, and case management best practices.
- Flexibility to adapt to changing client needs and organizational priorities as the program evolves.
- Must be able to personally identify with the lived experiences of our primary constituents and clients.
- Must be legally authorized to work within the United States.
- Must successfully complete a background check.

Working Conditions

The employee will be working in a normal office setting. This position requires full-time availability with occasional evening and weekend hours and is based in the office.

Physical Requirements

While performing the duties of this opportunity, the employee will frequently sit, stand, walk, and reach. May need to lift files or packages periodically.

Other Duties

This job description is intended to describe the general nature and work performed by employees but is not a complete list of activities, duties, or responsibilities required of personnel. Furthermore, other duties, responsibilities, and activities may change or be assigned at the discretion of the employer.

Direct Reports

None

Signature

The employee signature below constitutes the employee acknowledging receipt of the requirements, essential functions, and duties of the position. The Greater Washington Urban League is an at-will employer.

Employee Name: _____

Employee Signature:

Date:

Approved By:	
Date Approved:	
Reviewed:	