

# Adoption Social Worker, On-Call Bilingual (English/Spanish)

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## Position Summary

The On-Call, Bilingual (English/Spanish) Adoption Social Worker will function as a part of the Adoption Agency team within Pact, an Adoption Alliance. Pact's domestic infant adoption program provides child-centered, pro-choice, non-religiously-affiliated adoption services to expectant parents who are considering placing their child for adoption, and to pre-adoptive parents who are hoping to adopt. Because of Pact's mission to serve adopted children of color, the majority of our clients, both expectant parents and pre-adoptive parents, are people of color.

As an Adoption Agency, our priority is to ensure that all expectant parents have true options counseling so as to make the best possible decision for the child; and to ensure that all pre-adoptive parents receive extensive education and preparation to adopt an infant in addition to matching and placement services.

The On-Call Bilingual Adoption Social Worker will function as part of the Adoption Agency team to provide case management services. Their primary clients will be monolingual Spanish-speaking pregnant people, and their partners if involved, who are considering placing their children for adoption and those who have placed their children for adoption. The Adoption Social Worker may be involved in intake, matching, placement and post-placement services, typically meeting with clients at community-based locations.

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## Skills, Abilities, and Experience

### Required

- Master's degree from an accredited graduate school of social work or completion of all work toward a degree except the thesis
- One year prior experience providing case management, social work, and/or mental health services
- Clearance of TB test, fingerprints, and any other mandatory State/Federal licensing or certification requirements
- Fluency (speaking and writing) in both English and Spanish
- Must have access to dependable transportation to attend in-person meetings in the Bay Area. If using personal car, insurance must meet minimum liability requirements
- Ability to work as a team player and with a diverse population

### Preferred

- Three years' experience working for adoption agencies (private adoption, foster/ resource family adoption, international adoption) and/or child welfare
- People of color and those touched personally by adoption strongly encouraged to apply



## Essential Tasks

- Provide case management services to monolingual Spanish-speaking pregnant people, and their partners if involved, who are considering placing their children for adoption, and those who have placed their children for adoption
- Respond in a timely manner to all communications from assigned clients
- In collaboration with the Adoption Agency Supervisor and/or Adoption Social Worker, conduct a minimum of one outreach visit / month to organizations primarily serving monolingual Spanish-speaking populations
- Occasionally provide coverage for last-minute placements and adoptions, including meeting with clients in the field, at a hospital, etc.

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## Schedule

- The ideal candidate will commit to a minimum of one year
- This will be an on-call position, with a guarantee of four hours initial training in the first month and two hours per month ongoing, with the potential for additional hours
- The guaranteed two hours / month to be scheduled at a time that is mutually convenient for the employee and the organization
- Work hours will typically be during the daytime with occasional evenings and weekends
- During an adoption placement, work hours may be longer and unpredictable

## Communication

- Communicates clearly and effectively, both verbally and in writing, with co-workers, supervisor, and clients
- Prepares clearly and concisely written reports and summaries by deadline
- Must be able to comprehend, follow, and clearly convey instructions to others
- Must be computer proficient

## Physical Demands

- Must be able to travel to locations around the Bay Area to meet with clients in person
- Must be able to bend and lift as much as 25 pounds
- Must be able to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard
- The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- Reasonable accommodations may be made to enable individuals to perform the essential functions
- The noise level in the work environment is usually quiet and, at all times, maintained within safe California Division of Occupational Safety and Health (CAL/OSHA) standards.

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## Benefits

- Hourly pay \$30-\$40 dependent on experience.
- As an on-call, contract position, no other benefits offered

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# pact

Placement

Education

Support

Community

## To Apply

Interested candidates should send their resume and cover letter to: Susan Dusza Guerra Leksander, LMFT, Adoption Agency Supervisor at [susan@pactadopt.org](mailto:susan@pactadopt.org). Please put "Adoption Social Worker, On-Call, Bilingual" in the subject line. Please provide your cover letter in both English and Spanish. Applications will be received on a rolling basis until the position is filled. Please do not call the office with inquiries.

Pact follows the Federal E.E.O.C. guidelines in the hiring process and celebrates diversity in its staff team.

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## About Pact

Pact, An Adoption Alliance is a non-profit organization, located in Emeryville, California whose mission is to serve adopted children of color. In every case, the child is always our primary client. In order to best serve children's needs, we provide not only adoptive placement but lifelong education, support, and community for adoptees and their families on issues of adoption and race. Our goal is for every child to feel wanted honored and loved, a cherished member of a strong family with proud connections to the rich cultural heritage that is his or her birthright. We advocate for honesty and authenticity in matters of race and adoption. We strongly believe that adopted children's and adults' connections to birth family and birth heritage should be respected and maintained. We also strive to identify and counteract "adoptism," an unfortunately common social prejudice that challenges the legitimacy of the choice to place a child for adoption or to build a family by adoption. Finally, as an organization committed to children of color, we feel it is essential to educate ourselves and others about the pervasive power of race and racism as they affect our children, our families, ourselves and our society. We are a multicultural organization from top to bottom. Our staff and board of directors are racially diverse and reflect all positions of the adoption triad.

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