



**URBAN LEAGUE OF BROWARD COUNTY**  
**Job Vacancy Posting**

**Title: Case Manager (Crime Prevention & Intervention)**

**Division/Team:** Community Justice/Diversion

**Supervisor:** Program Coordinator

**Revision Date:** May 2024

**The Crime Prevention and Intervention (CPI) program** is designed to deter at-risk youth from engaging in criminal behavior. It comprises several key components, including anger management, training in employability skills, workshops focusing on self-esteem and character development, education on resisting youth gangs, awareness about human trafficking, and fostering community engagement with law enforcement.

**Primary Duties and Job Responsibilities (abbreviated)**

- ❖ Meet with local law enforcement to help gain cooperation, address unsettling issues, and become that bridge between law enforcement and the community due to lack of trust.
- ❖ Facilitate weekly educational sessions for youth at local schools, parks, places of worship, etc. on human trafficking awareness, gang prevention, social responsibility, and employability skills.
- ❖ Facilitate monthly teen summits to promote personal and community empowerment.
- ❖ Facilitate parenting workshops to provide parents with the necessary tools to continue to raise their children free of behaviors leading to drug and alcohol usage and other delinquent issues.
- ❖ Ensure contract compliance and that projects operate within the established contract/grant goals and/or Urban League's goals.
- ❖ Serve as liaison to other community-based agencies, governmental entities, and institutions to further the goals of the Urban League via collaborations and partnerships.
- ❖ Submit required programmatic paperwork, reports and assignments as requested in a timely fashion.
- ❖ Perform other related duties as may be assigned.

**Education/Experience**

- ❖ Bachelor's Degree required in criminal justice, social work, or related human service field.
- ❖ At minimum, 2 years of experience preferred directly servicing youth.
- ❖ Detailed knowledge and experience in documentation and report writing.
- ❖ Available to work evenings and weekends as business needs warrant.
- ❖ Ability to express ideas clearly in both written and oral communications.
- ❖ Proficient in time management to fulfill all tasks in a timely manner adhering to program guidelines and supervisory expectations.
- ❖ Ability to work effectively with persons of all ages and diverse backgrounds, skills, and abilities.
- ❖ Must have outstanding organizational skills.
- ❖ Must have excellent presentation skills.
- ❖ Ability to carry out responsibilities with flexibility to adapt to changing needs and goals.
- ❖ Positive and team-oriented attitude.

**Other**

- ❖ Must have a valid Florida driver's license and reliable transportation.
- ❖ Must pass a Level 2 fingerprinting, drug, and background screening.

**Submit Cover Letter and Resume to:**

[hiring@ulbcfl.org](mailto:hiring@ulbcfl.org)

**THE URBAN LEAGUE OF BROWARD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER**