

The Jewish Care Programs (JCP) Social Services Manager

Salary:	\$55 - \$60K, (D.O.E.) + benefits	Location:	Albuquerque, New Mexico
Employer:	JCC of Greater Albuquerque	Type:	40 hours per week

General Description

The Jewish Care Programs (JCP) Social Services Manager at the Jewish Community Center of Greater Albuquerque (JCC) is responsible for managing many of the supportive services and programs within the JCP framework. The Social Services Manager plays a pivotal role in fostering a vibrant, caring community within the JCP while upholding the values of Chesed (loving-kindness) and Tikun Olam (healing the world.) This position is essential to fulfilling JCP's mission which is dedicated to the well-being of our most vulnerable community members, moving them from isolation to connection.

Key Responsibilities:

1. Provide outreach, assessment, and ongoing support to isolated and vulnerable Jewish older adults, fostering meaningful connections and enhancing their quality of life.
2. Deliver information, resource navigation, and referrals to appropriate community services, benefits, and support programs.
3. Recruit, train, supervise, and recognize volunteers who support social service programs and client engagement initiatives.
4. Develop, facilitate, and evaluate support groups that address the social, emotional, and practical needs of participants.
5. Plan, implement, coordinate, and evaluate social service projects and community initiatives, ensuring effective program delivery and alignment with organizational goals.
6. Maintain accurate client records, documentation, and program reports in accordance with organizational policies and confidentiality standards.
7. Collaborate with community agencies, healthcare providers, synagogues, and other stakeholders to strengthen partnerships and expand services.
8. Participate in department meetings, professional development opportunities, and organizational events to support the mission of the JCC.
9. Perform all other duties as assigned.

Qualifications

- Minimum of five (5) years of professional experience in social services, aging services, case management, behavioral health, or a related field.
- Bachelor's degree in Social Work, Psychology, Sociology, Human Services, or a related field required.
- Master's degree in Social Work (MSW) is strongly preferred. Candidates with a master's degree and relevant professional experience may be considered in lieu of the five-year experience requirement.
- Demonstrated ability to work compassionately and effectively with older adults, individuals experiencing crisis, grief, trauma, and other complex life transitions.
- Knowledge of trauma-informed care and an understanding of the psychological impact of unresolved loss, grief, and trauma.
- Experience providing case management, care coordination, advocacy, and resource navigation.
- Ability to maintain confidentiality and exercise sound professional judgment.
- Ability to manage multiple priorities while maintaining a compassionate, client-centered approach.
- Ability to support the mission, values, and goals of the Jewish Care Program while working collaboratively with staff, volunteers, and community partners.
- Valid driver's license, reliable personal vehicle, and willingness to travel throughout the service area to conduct home visits, visit clients in senior living communities, and attend community meetings.
- Proficiency with Microsoft Office Suite (Word, Excel, Outlook), Microsoft Teams, and Zoom.
- Experience facilitating support groups preferred.
- Knowledge of Albuquerque and New Mexico community resources required. Familiarity with Judaism, Jewish traditions, and the Jewish community strongly preferred.

Employer Information



The JCC of Greater Albuquerque, founded in 2000, is a non-profit organization, open to all regardless of religious affiliation, whose mission is “to enrich our community by practicing the values of Jewish life.”

The JCC has modern fitness and athletic facilities, outdoor aquatics center, early childhood education center, and day-school on its 10-acre campus. The JCC runs a wide variety of community, educational, recreational and social service programs that serve people of all ages

Learn more about the JCC and its outstanding programs at www.jccabq.org