



USL Case Manager Job Description

About USL

[United Stateless](#) ("USL") is a national organization led by stateless people. USL's mission is to build and inspire community among those affected by statelessness, and to advocate for their human rights. The group of stateless people who founded USL in 2018, found each other through social media and web searches. These individuals collectively made the decision that they wanted to use their personal stories to advocate for changes in laws and policies to support stateless individuals. USL is the only organization in the United States that both (1) is fully dedicated to addressing statelessness here, and (2) is led by people directly impacted by statelessness. USL envisions a world where everyone's human right to nationality is respected and, as stated in Article 15 of the Universal Declaration of Human Rights, no one is deprived of nationality "based on their race, ethnicity, sex, gender, or religion."

The Need

People become stateless due to forces outside of their control, with roots in ethnic discrimination and other human rights violations. Stateless people have no country to call their own and often lack travel or even identity documents. Stateless people in the United States often remain in legal limbo for decades, unable to work towards citizenship in the U.S or to leave. They face family separation from aging relatives. Daily life is a challenge at every turn as stateless people are unable to obtain an ID or driver's license, open bank accounts, attend school or college, get healthcare or be with family members overseas. Even those authorized by ICE to work cannot always access their social security benefits in spite of having social security numbers and paying taxes for decades. Those not authorized to work struggle to support themselves and their families and face homelessness. This leads to mental health issues such as anxiety, depression and hopelessness

Position Summary

United Stateless is thrilled to be hiring its first, part-time Case Manager, who will work closely with the Executive Director, Stateless Services Consultant and Staff Attorney to identify social service needs of stateless members and their families and coordinate necessary referrals and resources to address those needs. This is an exciting position within United Stateless that presents opportunities for innovation and project development which will improve the lives of stateless individuals in the United States.

Key Responsibilities

The Case Manager will:

- Complete individualized needs assessment for clients and new members of United Stateless

- Develop case plans with particular attention to legal status, culture, language, location in the U.S and other special circumstances
- Coordinate and maintain communication with the Staff Attorney and Stateless Services Consultant
- Field inquiries from potentially stateless individuals and families
- Develop a national network of social services referrals for stateless individuals based on need and geographic location in the U.S.
- Provide information, education, referrals, outreach, advocacy and support to ensure that each stateless individual receives the services they require
- Refer clients to social service providers in their area; think creatively to identify resources available despite barriers such as lack of identification
- Conduct periodic reporting and administrative tasks related to project management and funder requirements
- Work with USL stateless community members, allies, and partner organizations to collaboratively improve the quality of life of stateless people and those at risk of statelessness
- Participate in local and national provider networks to coordinate referral needs
- Other tasks as assigned and appropriate

Required Education & Experience

- Bachelor's Degree in Social Work (BSW) or an equivalent degree in education, psychology, social or other behavioral sciences with at least 2 years of related experience.
- Demonstrated commitment to vulnerable people and/ or human rights issues and an interest in learning about statelessness and its consequences
- Training or understanding of trauma-informed approach to working with vulnerable people such as forcefully displaced and stateless individuals
- Excellent organizational, writing, verbal and interpersonal communication skills
- Ability to work cooperatively on a variety of projects with lawyers, other staff members, and diverse community organizations and coalitions
- Comfortable supporting USL's [Core Values](#): Stateless-Led, Bold Inclusion. Family and Joyful Resilience
- Comfortable working fully Remote with others throughout the U.S.

Preferred Experience, Skill & Abilities

- Experience working directly with vulnerable populations
- Demonstrated understanding of U.S. immigration system
- Ability to maintain confidentiality, recognize appropriate boundaries and cope with emotionally stressful situations
- Ability to seek community resources

Salary and Benefits

- Salary commensurate with experience.

- 25 hours per week
- Salary range - \$20,000 - \$25,000.00 (yearly salary range, 4 months funding confirmed)
- Benefits Include Dental, Vision, Medical (+ HSA) and Retirement, as well as paid time off and holidays.

Expected Start Date

August/ September 2022

This position is funded through December 28, 2022 with a full year of funding for 2023 expected, but not confirmed.

Location

Remote (East Coast Residence Preferred)

To Apply

Send email with subject line 'USL Case Manager' to Info@UnitedStateless.org, please include:

- Resume
- Cover Letter
- 3 References

Submission Deadline

We are accepting applications on a rolling basis.