



Honolulu Community Action Program

HCAP JOB ANNOUNCEMENT

Position: COMMUNITY WORKER

The Community Worker provides outreach information, referrals, and direct service to low income families and groups. Responsible for implementing the district's direct service projects, such as surplus food distribution, Good Neighbor Fund, LIHEAP, and the Weatherization Assistance Program. Develop an Individual Development Plan (IDP) for each client that identifies goals, activities, strategies, timetables, and monitors client's progress towards self sufficiency. Provide case management services to clients.

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education

- Associate Degree in Human Services, Social Work or related field.

Experience and Requirements

- Two years experience providing outreach, information and referral service to low-income families and groups.
- Must be able to communicate and work effectively with people of diverse social, economic and racial backgrounds.
- Must possess a valid driver's license, have daily access to an automobile, or have access to timely transportation for work.
- The following bilingual/bicultural skills preferred: Samoan, Filipino, Korean, Laotian, Vietnamese, or Chinese.

Forward applications and/or cover letter, resume and salary requirements to:

HONOLULU COMMUNITY ACTION PROGRAM
Human Resources Department
33 South King Street, Suite 300
Honolulu, HI 96813
Email: hr@hcapweb.org

Filing Deadline: Continuous until needs met