



## POSITION ANNOUNCEMENT REENTRY MANAGER

Disability Rights DC at University Legal Services (DRDC), a nonprofit protection and advocacy agency that advances the rights of DC residents with disabilities, seeks a Reentry Manager for the well-regarded Jail and Prison Advocacy Project. The Reentry Manager is responsible for supervising reentry staff and providing reentry services to incarcerated DC residents with mental illness and intellectual disabilities with the goal of promoting successful community integration. There is opportunity for special projects and systemic advocacy if desired.

The Reentry Manager will provide supervision of the Reentry team, as well as assessment, secondary case management, crisis counseling, and advocacy support to incarcerated DC residents with mental illness and intellectual disabilities as they prepare for their reentry and for a defined period after they transition back into the community. The Reentry Advocate's objective is to ensure our clients' needs are at the center of reentry planning and to advocate for community services that meet those needs. Responsibilities include:

- ❑ Develop and coordinate client-centered reentry plans for adults with mental illness at the DC Jail, Bureau of Prisons (BOP), and halfway houses 4-6 months prior to release and provide hands-on assistance applying for benefits and connecting people with mental health agencies, identification, housing, and other reentry resources.
- ❑ Negotiate and facilitate relationships between our clients and their mental health providers, probation and parole, and other community-based agencies. Model interpersonal communication skills and promote empowerment, independence and self-advocacy.
- ❑ Maintain regular contact with individuals and use assertive engagement strategies such as street outreach, transportation assistance, and family or peer involvement, when appropriate and permitted by the persons we serve.
- ❑ Ensure current knowledge of local and national standards of care, best practices, and the availability of local resources, including evidence-based practices such as motivational interviewing, trauma-informed care, and peer support.
- ❑ Maintain case data in multiple data management systems as directed to track every intervention as well as specified outcomes.
- ❑ Perform outreach and education activities to identify potential clients and disseminate information to individuals involved in the legal system, providers, and decision makers regarding evidence-based practices, systemic issues, community resources and service gaps and other topics.
- ❑ Supervise Reentry Advocates, Peer Navigator, and occasional social work student.
- ❑ Work collaboratively with other members of the team, including lawyers/advocates.

Compensation: The Reentry Manager will work full-time for a competitive salary, based on experience, plus benefits, which include full medical insurance, vacation, sick leave and other benefits.

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(202) 547-0198 Fax: (202) 547-2662 TTY: (202) 547-2657

## QUALIFICATIONS

- ❑ Required: Must have LICSW, licensed in DC or able to become licensed in DC by endorsement.
- ❑ Required: Ability to communicate and build rapport with individuals who have extensive trauma histories, serious and persistent mental illness, and legal system involvement, and who are predominantly low-income people of color.
- ❑ Required: Ability to communicate and work effectively as a proactive member of an interdisciplinary team. Demonstrated competence in supervision and management skills, verbal, written, organizational and prioritization skills. Strong problem-solving skills and ability to troubleshoot challenging situations and creatively advance civil rights protections.
- ❑ Required: Ability to pass criminal background check required by the BOP and DOC.
- ❑ Preferred: Experience working within a social service organization or mental health agency, particularly one that serves homeless or incarcerated individuals.

## HOW TO APPLY

All applicants must *briefly* respond to the following three questions within a cover letter or in a separate essay (maximum 2 pages total):

- 1) What are your personal or professional motivations behind working in the criminal legal/disability rights field?
- 2) What do you believe is one problem in the legal system that could benefit from more advocacy reform?
- 3) What do you believe is one problem in the behavioral health system which could benefit from more advocacy reform?

Please send your responses together with a resume and list of references electronically to:

Tammy Seltzer, Director  
DC Jail & Prison Advocacy Project  
University Legal Services  
[tseltzer@uls-dc.org](mailto:tseltzer@uls-dc.org)  
No calls please

**Deadline June 25. Applications will be considered as soon as they are received.**

*ULS values diversity of culture, disability and other life experiences, and is an equal opportunity employer by choice. People with personal experience in the legal system and/or behavioral health system are welcome and encouraged to apply.*