

Social Services Supervisor
Dallas City Attorney's Office – Community Courts

The Dallas City Attorney's Office is seeking an experienced, organized, and detail-oriented team player with at least three years of social work experience to serve as the Social Services Supervisor for the Community Courts Section. Community courts are neighborhood-focused courts that address individual problems and build stronger communities.

The successful candidate will be responsible for overseeing the work of social services coordinators, serving as a back-up social service coordinator, cultivating and enhancing partnerships with local organizations, providing training and resources for staff regarding comprehensive case management, assisting the Section Chief of Community Courts with coordination and planning of various social services events for participants in the Community Courts program, attending monthly meetings with Community Courts partners, and other duties as assigned. This position requires management of staff in various locations throughout the City of Dallas and working some evenings and weekends.

Applicants must possess excellent oral and written communication skills and a collaborative, problem-solving mindset. Applicants must have a bachelor's degree in social work or related field, and knowledge in criminal justice is preferred.

This is an at-will, grant-funded position that is subject to yearly renewal of grant funding. No other funding is currently available to fund this position if grant funds are not renewed.

Salary is commensurate with experience. The City's comprehensive benefits package comes with the position. This position is exempt from the provisions applicable to civil service, pursuant to Chapter XVI, Section 9 of the Dallas City Charter. Details concerning the Dallas City Attorney's Office are available at www.dallascityattorney.com.

If interested, please send resume to:

attresumes@dallascityhall.com

No phone calls, please