

Yale University President's Public Service Fellowship
Summer 2021

Proposal for Fellow working remotely for organization

- Organization: Believe in Me Empowerment Corporation
- Full street address of organization:
423-427 Dixwell Ave, New Haven, CT 06511
- Website: www.bimecnewhaven.com
- Name and title of person who will be the Fellow's direct supervisor:
James walker, CEO
- Phone number and e-mail address of proposed direct supervisor:
(203) 772-2771 bimecnewhaven@gmail.com
- Placement dates:
- Are placement dates flexible? Are you able to accommodate a Fellow working in a different time zone?
- Proposed 37.5 hour per week work schedule:
Monday 11-7, Tuesday thru Friday 9:00 to 5:00 PM
- Organization description:
- **Write a 1-2 sentence summary of the work that the Fellow would be conducting:**
The fellow will work primarily with our Supportive Recovery Housing Program providing Case Management Services. They will also participate with outreach and engagement as well as other tasks as needed.
- Write a more complete description of the specific project you propose and list the duties/outcomes expected of the Fellow.

The fellow will work in 2 capacities, providing case management services and assisting in program development for the BIMEC II Cultural Center.

The Supported Recovery Housing Program offers self-directed treatment options, both traditional and non-traditional, for eligible adults with a substance use disorder and/or mental health disorders. The program provides a sober living environment, case management services, group supported recovery programming, and referrals to resources to assist with basic needs. Due to COVID 19 restrictions, the Fellow will perform duties virtually.

The fellow will provide services similar to that of a case manager. The case manager is the backbone of his/her clients. The position requires him/her to extract the history of the client, analyze the psychology, determine the needs, and coordinate with relevant departments or individuals to make sure that the client's needs are fulfilled. Within groups, the Fellow will participate in the co-facilitation of cohort groups, ensure relevant discussion, assist with rational reasoning and thought, and provide productive conclusion at sessions end.

The Fellow will keep detailed records of every case, every referral and every contact with resources on client's behalf, input accurate and complete data for all contacts with clients into agency database, serve as a client advocate, and enhance a collaborative relationship to maximize the clients' ability to make informed decisions.

The fellow will assist staff with program and development of our BIMEC Cultural Center. Located on 320 Shelton Ave, in New Haven at our newly renovated program site. Through outreach and community engagement we would like to develop a well-rounded program focused in community-based supports, ensuring a healthy and safe environment for the neighborhood. The fellow will assist in seeking and creating community partnerships to provide the community with the following culturally responsive services:

- Food Accessibility
- Access to Healthcare
- Employment Assistance
- Financial Resources
- Tech Hub
- Art Enrichment
- Drop in Hub

The fellow will focus on donor solicitation, researching funding opportunities, forming community partnerships.

- List specific skills/experience required for this work:
 - Proficient communication skills
 - Professional commitment
 - Knowledge base of social work practice
 - Empathy
 - Objectivity
 - Computer literacy and proficiency in basic computer programs (word, excel, power point, internet, etc.)
 - Ability to adhere to the Code of Ethics
 - Respectful and professional etiquette
 - Being punctual and dependable
 - Prioritizing responsibilities
 - Completing assignments on time
 - Good documentation skills
 - Ability to thoroughly document conversations and actions regarding case management
 - Possess good interpersonal skills
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- Experience working with persons in crisis
 - Experience with at risk youth
 - Hands on experience with community service projects
- Equipment/resources you will provide to help Fellow conduct work:

The fellow will have access to a chrome book and/or a desk top computer. All fellows will be given access to a business email and a phone. Should any COVID 19 restrictions be in place, fellows will be assigned a laptop/chrome book and an agency cell phone.

- Briefly describe the work that Yale PPSF Fellows have done with your organization in the past and present. If you have not worked with Yale Fellows, describe any work that Yale students have done with your organization.

Previously we had the opportunity to work with a Yale Fellow through two of our major programs, Camp SHINE! for Children of Incarcerated Parents and our Supportive Recovery Housing Program for individuals with mental illness, persons in recovery and the re-entry population. Our Fellow worked with the adults and youth ages 5 and up provided case management services, youth development and mentoring services. During this time our Fellow assisted in group activities and even created group discussion lesson plans. He also participated recreational activities and attended field trips.

Our Fellow also worked with the men and in our Supportive Recovery Housing Program by providing intake assessments, case management and recovery oriented groups. In addition to participating in direct programming, he also provided outreach through his participation in community meeting and events. During his time at our organization he became an active participant in community and re-entry meetings.
