



EAST BAY
SANCTUARY COVENANT

Job title: Support Services Caseworker

Status: Full-time (35 hours/week)

Program address: 2614 Dwight Way, Berkeley, CA, 94704

About East Bay Sanctuary Covenant: Founded in 1982, East Bay Sanctuary Covenant (EBSC) provides legal and social services, community organizing, and education to over 12,000 undocumented immigrants yearly. We provide free or low-cost services to people from over 70 countries with an emphasis on Latin America. For more information about EBSC's programs, please visit www.eastbaysanctuary.org.

EBSC is seeking a full-time Support Services Caseworker to work alongside EBSC attorneys, paralegals, and other staff providing holistic representation to individuals with immigration-related needs. The position requires a strong, client-centered advocate with excellent case management and organizational skills, experience working with immigrant communities, a willingness to work collaboratively across legal and social work disciplines, and a desire to pioneer the exciting and challenging endeavor of integrating social workers into an immigration law office.

This position will be involved with the Children's Holistic Immigration Representation Project (CHIRP) which is focused on supporting immigrant youth. The caseworker may have regular meetings with peers at other nonprofit agencies, facilitated by an experienced social worker.

This position will be supervised by the Advocacy Programs Manager and will work closely as a team with 1-2 additional Support Services caseworkers to supervise interns and volunteers.

More about the program

Our Support Services Program is designed as a complement to EBSC's legal, community organizing, and education work. Support Services helps our clients and community members access services and support beyond their legal cases, including: Mental health support, Public benefits, Medical care, Employment services, Support related to domestic violence and sexual assault, Legal services for non-immigration matters, Support groups, and other services as needed.



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Primary Responsibilities:

- Work collaboratively with the Support Services team, as well as our attorneys and paralegals, to holistically support our legal clients and other community members.
- Educate clients on their eligibility for public benefits.
- Help clients apply for public benefits and advocate for them when their benefits are denied or delayed.
- Provide case management, crisis intervention, and other support to clients and their families.
- Advocate for clients in various settings, such as with county social services agencies.
- Help clients connect with appropriate social services and support using our “warm referral” model.
- Complete administrative tasks, such as those related to client case management and reports to funders.
- Participate in training and professional development to develop skills and improve client services.
- Help to train and supervise 1-4 interns yearly.
- Carry out additional tasks as assigned by the Supervisor.

Minimum Qualifications:

- Fluency in spoken and written English and Spanish required. Fluency in Mam, Quiché, or Portuguese is a plus.
- Commitment to EBSC’s mission and values.
- Excellent oral and written communication skills.
- Aptitude to navigate social services systems and work under pressure in an empathetic and professional manner.
- Ability to work effectively with a diverse range of groups, including unaccompanied minors, transitional-aged youth, LGBTQ+ people, immigrants, non-English speakers, Indigenous Latin Americans, and people coping with the effects of trauma.
- Strong interpersonal skills, flexibility, and demonstrated ability to work well both independently and as part of a team.

**Desired skills and qualifications:**

- Experience helping clients apply for public benefits, such as Medi-Cal and CalFresh.
- Experience working with young immigrants of various immigration statuses, including undocumented immigrants, asylees, and applicants for T and U visas.
- Case management skills and experience.
- Proficiency in MS Word, MS Excel, Google Suite, and Airtable.

Equal Opportunity Employer

East Bay Sanctuary Covenant is an equal opportunity employer that does not discriminate on the basis of race, religion, disability, gender, nationality, ethnicity, sexual orientation or other prohibited category. We strongly encourage trans & nonbinary people, women, BIPOC/people of color, LGBTQIA+ individuals, people with disabilities, and all qualified persons to apply for this position. Cultural sensitivity is crucial to this role, and we strongly value lived experiences that will inform this work.

Compensation

The salary range for this position is \$60,000 to \$75,000 annually. EBSC offers a full benefits package, including medical, dental, and vision insurance, and paid vacation.

Application Process

To apply, please send a cover letter, resume, and two references to Owen Thompson-Lastad, Advocacy Programs Manager, at careers@eastbaysanctuary.org. **Shortlisted applicants will be contacted for an interview the week of August 3, 2026.**