



Building the bridges for people to go from serving life to living it.

1300-G El Paseo Rd. #310, Las Cruces, NM 88001

www.de-serving.org

Job Title: Reentry Assistant

Location: New Mexico

Compensation: \$33.65 per hour; 10 hours / week. This position is structured as a salaried position for \$17,500 / year; \$673 per two-week pay period.

Application Deadline: Friday, September 20, 2024

About (De)serving Life:

Mission: To empower incarcerated and formerly incarcerated individuals through legal and reentry services and build bridges for people to go from serving life to living it.

Vision: A New Mexico that has a system of public safety focused on healing from harm, rather than punishment, for all those impacted.

Values: humility, dignity, community, healing, accountability.

(De)serving Life was founded to challenge systemic injustices within the criminal legal system and promote healing and rehabilitation by providing holistic advocacy and support services for individuals navigating parole eligibility and re-entry after serving extreme sentences for crimes committed as children. Since our full-time launch in August 2023, we have been dedicated to providing comprehensive advocacy for those who are parole-eligible, resulting in parole grants for nine individuals. Our mission also involves advocating for fair parole processes and providing holistic support services for those released from prison.

Job Summary:

This Reentry Assistant position is fundamental to (De)serving Life's Rising Rooted project and workplan, designed to facilitate successful reintegration for those returning home from prison. Funded by the Human Services Department rural health care grant, this role operates within our collaborative partnership with Meridian Behavioral Health.

Role Overview:

The Reentry Assistant will provide direct services and support to clients transitioning back into the community, focusing on those who have served life and other extreme sentences. Responsibilities include developing and implementing individualized reentry plans, conducting needs assessments, and providing referrals to essential services such as housing, employment, education, and healthcare. The Reentry Assistant will also

collaborate with partners and stakeholders to ensure comprehensive support for clients and assist in community engagement and outreach efforts.

An ideal candidate will be able to provide trauma-informed support with kindness and confidentiality, demonstrating empathy for formerly incarcerated individuals and their families, and have a collaborative spirit when working with colleagues and community partners.

Key Responsibilities:

Client Support and Rapport Building:

- Provide direct services and support to clients transitioning back into the community.
- Make referrals of clients and their loved ones for therapeutic and other needed services.
- Build strong rapport with clients to understand their individual needs and challenges.
- Assist clients in developing and implementing personalized reentry plans.
- Facilitate and lead peer group support meetings.

Comprehensive Needs Assessment:

- Conduct thorough needs assessments to identify reentry needs of clients.
- Meet with the Meridian Behavioral Health team to effectively respond to these needs as a team.
- Assist in managing the referral system, ensuring timely access to necessary services for clients.

Collaboration and Stakeholder Engagement:

- Work closely with Meridian and other partner agencies, stakeholders, and community members to ensure comprehensive support for clients.
- Facilitate meetings and maintain open communication channels with all involved parties.
- Assist in coordinating community engagement and outreach events to raise awareness and collect detailed information from clients, family members, and stakeholders to support project evaluation.

Administrative Support & Data Collection:

- Maintain accurate and up-to-date client case files, documenting progress and services provided.
- Support the Project Director and Reentry Coordinator in organizing and evaluating program activities.
- Collaborate with the Project Director and Meridian to gather feedback from clients and assess program effectiveness.

Experience:

- Experience working with people impacted by the criminal legal system is required. Preferential treatment will be given to candidates with lived experience involving the criminal legal system in New Mexico. This experience can be derived directly through your own incarceration or through the incarceration of a loved one and/or family member.
- Experience in case management, social work, or a related field (preferred but not required).
- Experience working with volunteers and managing volunteer programs (preferred but not required).

Abilities and Attributes:

- Proficiency in providing trauma-informed client services.
- A willingness to approach client work with empathy, non-judgement, and confidentiality.
- Compassion for formerly incarcerated persons and their family members, and a demonstrated interest in criminal legal reform.
- Communicative team player who can stay organized and manage competing and time-sensitive priorities.
- Proficiency with Microsoft Office and other relevant electronic tools, or an ability to learn on the job.

Benefits and Support:

As a young and growing organization, we are actively building our capacity to expand our comprehensive reentry support work across New Mexico, providing ample opportunities for professional growth and development. We value open conversations about the things that we need to succeed as a team. Candidates with additional questions about our employee support structures are invited to inquire during the interview process.

At (De)serving Life, we are committed to cultivating a fair and supportive culture that promotes sustainability and joy. This dedication is evident in our weekly staff check-ins, where we celebrate achievements, our community gatherings, and our continuous efforts to create time and space for our team to collaborate and flourish together.

Application Instructions:

Please submit a resume and a cover letter explaining the ways in which you satisfy the jobs and skills enumerated above. We invite applicants to explain in their cover letter why they want to provide reentry services to individuals sentenced to life and long prison sentences. Additionally, we encourage applicants to share their lived experiences and/or work experience with people impacted by New Mexico's criminal legal system. Please also include contact information for two references. Materials should be submitted by email to info@de-serving.org. Applicants who submit cover letters that are not tailored to the position or the organization will not be considered. Applications will be accepted through Friday, September 20, 2024.

(De)serving Life is committed to providing an inclusive, welcoming, and culturally responsive environment for all members of our staff, volunteers, subcontractors, vendors, and clients. (De)serving Life does not discriminate on the basis of race, color, religion (creed),

gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, military status, or prior contact with the criminal justice system. We strongly encourage applications from people impacted by incarceration as well as from other traditionally underrepresented communities.