



We are Hiring!

Social Worker

Location: San Juan, Puerto Rico (Hybrid – Headquarters based in San Juan with frequent field visits to partner agencies and homeowner sites across Puerto Rico)

Position Type: Full-Time, Non-Exempt

About the Role

Are you passionate about empowering families and building stronger communities through safe, affordable housing? We're seeking a **Social Worker** to provide direct support and advocacy to individuals and families participating in our housing and community development programs. This role is essential to ensuring participants receive holistic, trauma-informed services that promote housing stability, financial wellness, and long-term success.

You will work closely with our Family Services Division and program teams to align social services with our homeownership and repair programs, fostering trust, equity, and empowerment among the families we serve.

Key Responsibilities

- Provide comprehensive case management, counseling, and advocacy to families participating in Habitat programs
- Conduct assessments, develop individual service plans, and coordinate referrals to internal and external resources
- Support the family selection process, ensuring equitable and transparent evaluation and documentation
- Coordinate family service activities related to the Repair Program, including assessments, referrals, and follow-up
- Facilitate homeowner education workshops and financial literacy sessions to promote long-term housing stability
- Monitor progress toward service plan goals and adjust interventions based on evolving family needs
- Respond to crisis situations and urgent needs with professionalism, empathy, and cultural sensitivity
- Maintain accurate and confidential case records in compliance with organizational policies and legal standards
- Participate in multidisciplinary team meetings and contribute to program planning and evaluation
- Assist in grant reporting and data collection related to social service outcomes and impact metrics



- Represent the organization in community coalitions, trainings, and outreach events
- Support general customer service tasks, including orientation about our services and programs, and data entry

Qualifications

- Bachelor's degree in Social Work or related field
- Licensed Social Worker (valid provisional or permanent)
- Minimum of 1 year of experience in direct social services or case management, or as otherwise determined through an evaluation of the practical experience completed
- Experience working with low-income, underserved, or housing-insecure populations
- Knowledge of trauma-informed care, motivational interviewing, and strengths-based approaches
- Proficiency in Microsoft Office Suite and case management software
- Bilingual (English/Spanish) – intermediate to advanced level
- Excellent interpersonal, communication, and organizational skills
- Ability to manage emotionally complex situations with empathy and resilience
- Basic communication skills in American Sign Language (ASL) and/or Puerto Rican Sign Language (PRSL) a plus
- Reliable transportation and internet access, and availability for occasional evening and weekend outreach
- Commitment to the mission and values of the organization

Compensation and Benefits

- Annual Salary: \$35,000
- Medical Insurance Plan
- 401(k) Retirement Plan
- Hybrid Work Model: Flexibility to work remotely with in – office
- Starting with 15 days of vacation at the beginning
- Among others benefits

Ready to make a difference in the lives of families? **Apply now and help us create safe homes and stronger communities.**

To apply: Please send your resume and cover letter to ibmelendez@hrfsb.com or hr@habitarpr.org with the subject line "Social Worker Application."

Learn more about our mission at www.habitatpr.org