

Date Posted: 5/17/11

University of Houston  
Graduate College of Social Work

**JOB OPPORTUNITY POSTING**

**Job Title:** Spanish Group Coordinator

**Employer/ Agency:** Bo's Place

**Job Description:** Responsible for a minimum of the Sunday Grief Support Groups (including a minimum of one Spanish speaking group). Responsibilities also include the intake and registration process for all Spanish speaking families as well as a share of the English speaking families. Prepares activities appropriate to the various ages and needs of the groups on assigned days/evenings. Responds to Information and Referral call requiring Spanish, as well as English. Contributes to the development of plans for the enhancement and expansion of Program services.

**Qualifications:** Must be fluent in English and Spanish-Graduate degree in social work, counseling, psychology, or marriage and family therapy.-Current Texas State license in professional field. Clinical experience with children, families and groups.

**Salary/Hours:** Competitive salary with benefits  
Monday through Thursday 8:30am-5:30pm; Sunday 11:00am-4:00pm

**Employer/ Agency:** Bo's Place  
**Address:** 10050 Buffalo Speedway  
**City, State, Zip:** Houston, Texas 77054

**Contact Person:** Donna Jaffe

**Contact Title:** Administrative Director

**Telephone:** 713-942-8339      **Fax:** 713-942-2252

**Email Address:** [info@bosplace.org](mailto:info@bosplace.org)

**Application Method:** Email resume and cover letter to [info@bosplace.org](mailto:info@bosplace.org)

**Opening Date:** to be filled immediately

***If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at [mswjobs@sw.uh.edu](mailto:mswjobs@sw.uh.edu) with the hiring details of your new job opportunity. Thank you***