

Rapid Re-Housing Case MJOB POSTING

Rapid Re-Housing Housing Case Manager

Location: 330 West Market Street, West Chester, PA

Employment Status: Non-exempt

Hourly Wage Range: \$16.41 to \$17.44

Position Description: The Rapid Re-Housing Program case manager provides assistance to families and to individuals in order to quickly transition from homelessness to permanent housing.

Responsibilities Include:

- Conduction assessments to determine eligibility for the program and evaluate participant needs and strengths
- Develop a comprehensive, strengths based housing plan, addressing short and long term goals
- Support participants in accessing and retaining housing
- Conduct housing inspections as necessary, conduct lead inspections as necessary
- Working with landlords to address barriers to housing
- Educating clients on tenant rights and responsibilities
- Provide eviction prevention, counseling, and advocacy
- Meet with participants regularly, in the home and community providing life skills education, including budgeting and bill payment
- Evaluate monthly necessary financial assistance needs of the participant
- Provide access and connection to identified community resources, such as employment services, treatment services, educational services, and benefits
- Build and maintain partnerships with landlords and community organizations
- Maintain updated and accurate client files and documentation
- Participate in staff meetings and other agency meetings, as requested
- Other Duties as assigned

Qualifications:

- Bachelor's degree in social services related field, **or** relevant experience
- Experience with case management services to vulnerable populations
- Experience in working with those experiencing homelessness
- Knowledge of evidenced based practices, such as motivational interviewing, harm reduction, and trauma informed care
- Strong interpersonal and engagement skills
- Ability to work independently and utilize critical thinking skills in decision making situations
- Good organizational and record skills

Forward resumes to Human Resources Director Adam Brandt via email at abrandt@hsi-cmhs.org

