



Job Posting: Housing Stability Coach

Vision House is a 501 (c) (3) non-profit Christian housing support services program for homeless families and their children.

Position Description:

The Housing Stability Coach will work with Vision House Eviction Prevention and Fast Track participants to maintain permanent housing and with Vision House Family Services alumni to track data and offer on-going support.

Hours: 40 hours per week

Rate of Pay: \$16.00 - \$19.00 per hour

Reports to the Family Services Manager

Duties

- Partner with Housing Specialist to identify incoming tenants for the Eviction Prevention and Fast Track (Rapid-rehousing) programs.
- Provide Case Management that is Strength based, Trauma informed, Client driven and Housing Focused in order to sustain the client's housing.
- Assist tenants with goal setting in the areas of finance, employment, education/vocation and household management.
- Provide ongoing case management services that will ensure successful permanent housing, decrease social isolation, reduce relapse risks, advocate to deter evictions, and link and broker to any needed services such as medical/dental, mental health, substance abuse, life skills training, self-help, money management, meaningful community activities, volunteer services, job placement, etc.
- Utilize a harm reduction/housing first model when working with clients.
- Address potential barriers to positive landlord communication.
- Assist with tenant engagement with community resources.
- Maintain daily log records, monthly outcome reports, and files for each client.
- Contact Vision House Family Services alumni at 3 month intervals up to 3 years out from initial contact. Conduct survey and assist with further resources if needed.
- Collect and compile data around alumni housing sustainability.
- Participate in Vision House Program team meetings, trainings, and collaboration around services.
- Transport clients as deemed necessary. Transportation requirements should be limited to housing and job searches and occasional visit to relevant social service agencies.
- Weekly supervision with Program Director.
- Assume other responsibilities as assigned or required.

Qualifications

- Minimum Education Requirements: Bachelor's Degree in Human Services preferred or a minimum of a two year degree in Human related services combined with two years related experience
- Understanding of rapid re-housing case management
- Workable knowledge of budgeting, employment readiness and housing resources
- Understanding and/or experience with Motivational Interviewing
- Strong communications skills: listening, oral and written and positive, problem-solving
- Possess strong organizational skills with ability to meet a demanding workload and work independently
- Proven organizational skills, attention to detail and the ability to manage multiple tasks, including the ability to work on multiple projects
- Creative thinker/adaptive personality
- Knowledge or understanding of tenant's rights and responsibilities as well as "strength-based" case management
- Fluency in the English language, written and verbal, is required
- Sensitivity to cultural and socioeconomic characteristics of population served
- Must be committed to empowering others to solve their own problems
- Must have the conviction on the capacity of people to grow and change
- The ability to establish and set appropriate limits with persons served to help them gain skills and confidence
- The ability to work within a highly collaborative team environment and with service providers or professionals as well as to work independently
- Familiarity with HUD
- Experience with computer, working knowledge of MS Office, strong Excel skills
- Must have a reliable transportation and a valid driver's license
- Ability to pass background check
- Ability to sign our Statement of Faith
- Working knowledge of Christ-centered servant leadership
- Ability to work well as part of a team as well as independently

Email resume to Noreen Graham (HR): noreeng@vision-house.org or call 425-228-6356