



Job Announcement

Housing Support Specialist (Shelter Services)

The Judeo-Christian Outreach Center is seeking 2 motivated, compassionate and organized individuals to fill the position of Full-Time Housing Support Specialist in their Emergency Shelter (Singles). This program will be located in Virginia Beach's new Housing Resource Center located at 104 N. Witchduck Rd. The position will play a vital role in engaging homeless guests through a trauma informed approach who seek shelter services. Those services will include housing assistance, hygiene & laundry assistance, and referrals to community resources to successfully move toward their housing goals. The candidate must be willing to work as part of a team to promote the goals of the program and agency. Responsibilities and tasks include but are not limited to: providing direct service delivery and engagement: maintain safety and supervision: ensure program rules and policies are followed: perform intakes for new guests: perform room and bed checks: maintain log documentation: assist guests with housing options: financial literacy/budgeting: employment search, education, mental health and substance abuse issues: as well as any other issues that may come up pertaining to individual guest needs. The Housing Support Specialist also focuses on in-depth assessment of guest's needs and goals by accurately describing all appropriate assistance programs available to the guests; assisting the guests in determining which programs best meet their needs: assisting the guest in setting up appointments with these programs in house or in the community; and assisting them with working toward their established housing plan. Shelter Services personnel will work closely with Day Support staff to provide a holistic approach to assist each guest. The position is required to document activities in a shelter log including possible disciplinary issues. The position works Monday through Friday from 3pm-11pm or 4pm-12am. The position reports to the Director of Emergency Housing Services and requires a 4-year degree in Human Services, Social Work or any related field. The position requires at least 2 years' experience working with homeless or at-risk population. Experience working in a residential setting is preferred. Knowledge of Housing First principals and Trauma Informed Care is required. HMIS and SOAR experience is preferred. Drug screen and background check is required. Fringe benefits offered include medical, dental, vision and life insurance. Please send cover letter, resume with 2 references to twalker@jcoc.org & nroutree@jcoc.org.

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