



JOB ANNOUNCEMENT

POSITION- Housing Support Specialist (Shelter Services)

The Judeo-Christian Outreach Center is seeking a motivated, compassionate and organized individual to fill the position of Full-Time Housing Support Specialist in their Emergency Shelter Program (Singles). The program is located in the Virginia Beach 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 that 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 other Housing Support Specialists 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 4pm-12am.** The position reports to the Program Director 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.

Job Type: Full-time

Salary: \$33,000.00 to \$37,000.00 /year

Please send resumes to twalker@jcoc.org. No phone calls please. A resume, with cover letter and three employment related references will be accepted through November 11th, 2019.