



## Job Description

Position Title: Specialized Emergency Housing Client Navigator

Position Type: 40 hours per week, **must be available to be on-call and work evenings and weekends as needed.**

Job Description: The Client Navigator will provide survivor-driven advocacy, trauma-informed assessment, and case management to homeless crime victims and their families. This will include crisis intervention; risk & needs assessment; safety planning; on-going case management; short and long-term housing placement and navigation services. Referrals will come via court, law enforcement, social services, community based agencies, the District Attorney's office and through walk-ins. The Client Navigator will work closely with The District Attorney's Office and Shores of Hope as well as local law enforcement, multiple court and government systems as well as many community based organizations. This position will rotate between Woodland, Davis and West Sacramento.

Reports To: FVCPP Director and Empower Yolo's Associate Director

Pay: \$14-16 DOE (\$.50 bilingual incentive) + benefits

### Job Responsibilities:

1. *Risk assessments and safety planning:* Assess each client for issues related to risk of further abuse; provide options in planning for personal safety on an ongoing basis; develop individual survivor-driven case plans that prioritize needs and coordinate necessary services specific to each client.
2. *Crisis intervention and peer counseling:* to survivors and their support networks; provide intensive strength-based, solutions-oriented services; and maintain confidentiality.
3. *Criminal Justice Advocacy and Accompaniment:* Including crisis intervention during law enforcement or medical accompaniment; Assist in obtaining services or exercising their rights with agencies and service providers in the community who can assist in gaining safety.
4. *Client advocacy and case management:* Development and implementation of needs assessments and action plans specific to the immediate and long-term reintegration needs of each survivor; Assist in developing an Economic Self-Sufficiency Family/Individual Support Plan; provide support that addresses housing and legal needs, immigration remedies, and emergency food and clothing; Assist families in identifying and accessing community resources; Home/Residential Care visitation or

office meetings as needed. Ability to identify housing resources and work with landlords and housing management, and motel/hotels.

5. *Indirect Services*: Complete intake paperwork for children & families referred for services; Provide culturally competent services to the community; Collect and maintain client data; Develop and maintain collaborative relationship with agency partners; Provide presentations on agency services; maintain accurate client records and complete data entry and progress notes in a timely manner; attend collaborative meetings and case consultation; Attend HPAC and other meetings as required by partner agencies; other duties as assigned.

#### Qualifications and Requirements:

- **Bilingual/Bicultural preferred.**
- Must have the ability to work under conditions requiring flexibility and team member response to crisis.
- Peer counseling certification in the areas of domestic violence and sexual assault as described in California Evidence Code sections 1035.2 and 1037.1
- Effective communication skills including writing (especially written procedures and grant reports), public speaking, active listening skills, and conflict resolution/mediation skills.
- Provide copy of valid California driver license, have reliable transportation, and submit current proof of vehicle insurance.
- Must be comfortable and confident working and interacting with law enforcement.
- High degree of sensitivity to and respect for diversity and cultural issues involved in working with clients of varying ethnicities and income.
- High tolerance and respect for homeless survival strategies while promoting ever-increasing healthier choices.

#### **AGENCY DESCRIPTION**

##### **Mission Statement:**

*Empower Yolo's mission is to promote safe, healthy, and resilient communities.*

##### **Empower Yolo's purpose is to provide:**

- (a) Twenty-four hour crisis intervention, emergency shelter, confidential counseling, training, legal assistance, and other services for individuals and families persons affected by domestic violence, sexual assault, stalking, human trafficking, and child abuse;
- (b) Resource centers for community services to improve the health, social, educational and economic outcomes of Yolo County residents; and
- (c) Community outreach and educational programs about available resources to promote health, stability, and self-sufficiency for individuals and families.

All services are to be provided in a manner that appreciates, enhances, and utilizes the strengths of Empower Yolo's clients and honors their cultural practices and traditions.

##### **Application Process**

Please submit a cover letter, current resume and three references to:  
Associate Director  
Empower Yolo  
175 Walnut Street

Woodland, CA 95695

Or email: [info@empoweryolo.org](mailto:info@empoweryolo.org)

**Application deadline: December 15, 2017**

*EMPOWER YOLO is an equal opportunity employer and does not discriminate in regard to race, age, cultural or religious background, disability, gender, gender identity/expression, or sexual orientation. All qualified candidates of all backgrounds are encouraged to apply.*

**This position is provided for in collaboration with Yolo County and the Family Violence Coordination Pilot Project (FVCPP). This position is funded until September 30, 2019 with possibility of further funding.**