



Job Description

Position Title: Steps to Success Housing Advocate

Position Type: 40 hours per week, must be available to be on-call.

Job Description: The Steps to Success (S2S) Housing Advocate will provide immediate, ongoing advocacy and support for homeless individuals in a criminal justice diversion program. Specifically the Housing Advocate will apply the principles of restorative justice and trauma-informed care to provide housing services to individuals who are eligible for a diversion program, but are unlikely to succeed without supports due to a history of mental health issues and/or substance use disorders. The S2S Housing Advocate will work with participants with the goal of self-sufficiency and stopping the cycle of recidivism. The S2S Housing Advocate will work closely with The District Attorney's Office, CommuniCare, and Legal Services of Northern California. Primary service site will be in West Sacramento.

Reports To: Executive Director and Grants Manager

Pay: \$21.50 (\$.50 bilingual incentive) + benefits

Job Responsibilities:

1. *Permanent housing placement assistance:* using a Rapid Rehousing model participants will be offered rental subsidies for a period of no more than 24 months; housing assistance offered includes financial assistance, i.e. deposits, utility bills, household items.
2. *Client advocacy and case management:* implementation of needs assessments and action plans specific to the immediate and long-term reintegration needs of each offender; assist in developing an Economic Self-Sufficiency Family/Individual Support Plan; assist participants in identifying and accessing community resources; identify housing resources and work with landlords and housing management.
3. *Indirect Services:* Complete intake paperwork for participants 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.
4. *Homeless Management Information System:* Collect and maintain client data; including use of the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT); make recommendations regarding most appropriate type of housing solution.

Qualifications and Requirements:

- **Bilingual/Bicultural required.**
- Must have the ability to work under conditions requiring flexibility and team member response to crisis.

- Demonstrated knowledge of community resources and supports, experience providing housing referrals preferred.
- Experience providing services to individuals with complex mental health, substance abuse and co-occurring disorders.
- Peer counseling certification in the areas of domestic violence and sexual assault as described in California Evidence Code sections 1035.2 and 1037.1 within 6 months.
- 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.
- Subject to background check.
- 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:

- Twenty-four hour crisis intervention, emergency shelter, confidential counseling, training, legal assistance, and other services for individuals and families affected by domestic violence, sexual assault, stalking, human trafficking, and child abuse;
- Resource centers for community services to improve the health, social, educational and economic outcomes of Yolo County residents; and
- 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:

Executive Director

Empower Yolo

175 Walnut Street

Woodland, CA 95695

Or email: lynette@empoweryolo.org

Application deadline: open until filled.

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 in collaboration with Yolo County. This is a grant funded position is funded until 2021 with possibility of further funding.