



888-368-9417

Bloomington, MN

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JOB DESCRIPTION

About us

The Housing Advocates provides Housing stabilization services to individuals that receive waiver benefits through Medical Assistance. We strive to provide quality care for all of our clients.

Job Summary

Housing access specialists will assist individuals with disabilities, homeless or at risk of homelessness in locating and maintaining adequate and affordable housing. The housing support specialist is responsible for identifying barriers to housing and assisting clients through the process of relocating to community based housing. Housing access specialist provide the needed support and advocacy for our clients along the way. Housing access specialists are assessed on their ability to help clients find stable housing. You will begin by creating an individualized plan to identify barriers that have kept clients from finding long-term housing.

Housing support specialists will continue working with clients after they've found housing. You will make a plan to help the client keep the home they've found. You will monitor the client's adherence to the plan throughout the year.

Housing access specialists will work directly with service recipients to engage in housing-related goals they have indicated in their goal plan, including but not limited to: understanding tenant rights and responsibilities, building rapport with their landlord or property manager, budgeting, finding part-time employment, coping with behavioral health challenges that can threaten housing stability (including hoarding).

Establishes and cultivates relationships with housing authorities, landlords, and management companies in order to maximize housing options for clients/guests. Mediates and advocates on behalf of participants with landlords, housing court, utility companies, etc.

They will assist the service recipient in attending housing-related meetings with outside stakeholders and provide coaching to develop and maintain key relationships with property managers and neighbors.

The Housing access specialist will also provide support in the prevention and early identification of behaviors that may jeopardize continued stable housing, such as educating and training on roles, rights, and responsibilities of the tenant and the property manager, provides advocacy on behalf of the client, and assists in the housing recertification process.

Coordinates with the service recipient to review, update, and modify the housing support and crisis plan and provides support and training on the responsibilities of being a good tenant, maintaining lease compliance, and household management.

Maintains organized documents of participants' efforts to obtain and sustain housing.

Submits weekly report and schedule to supervisor .

APPLICANT REQUIREMENTS:

- Applicants must be able to pass a Department of Human Services background check. • Applicants must be orientated in a person-centered approach.
- Applicants must be able to organize and work independently.
- Applicants must have strong written and oral communication skills and must be able to document in an objective and effective manner.
- Applicants must have a valid driver's license and have a satisfactory driving record. • Applicants must have a working vehicle with valid auto insurance.
- Good knowledge of the Twin Cities Area
- Knowledge of benefit/assistance programs in Minnesota
- Ability to quickly learn new software systems

EXPERIENCE: 1 year of experience working with persons diagnosed with Severe & Persistent Mental Illness (SPMI), Developmental Disabilities, Traumatic Brain Injuries (TBI), Trauma Histories, and Chemical Dependency (CD) Histories preferred. Equivalent experience working in crisis response, mental health practicing, caregiving, or a similar capacity with diverse populations will be considered.

REQUIRED EDUCATION: High School or equivalent or 1 years of relevant experience

PREFERRED EDUCATION: Bachelor's Degree in Human Services, Psychology, Social Work, Sociology, or a related field.

The Housing Advocates is an Equal Opportunity Employer

JOIN OUR TEAM!

Job Type: Full-time/Part-time

Pay: \$17.00-\$22.00 per hour

Work Location: Multiple Location