



**El Programa Hispano Católico: Community Strengthening Programs  
Mobile Permanent Supportive Housing Case Worker**

Full-Time; Non-Exempt 40 hrs/ week

Reports to: Housing Services and SNAP Outreach Coordinator

**POSITION SUMMARY:**

The Mobile Permanent Supportive Housing case worker will provide referral and service coordination to support tenant stability and retention. This will include participation in the mobile MPSH team, including processes of notification of vacant housing units, placement of eligible tenants referred through the Coordinated Access system for homeless adults, CareOregon or other channels to address priority populations, and service expectations. The MPSH case worker will provide assistance to individuals experiencing homelessness in moving into housing, including through identified vacant City regulated PSH housing.

The Mobile PSH Team agencies include: JOIN, NARA, Urban League, El Programa Hispano, Cascadia/Lifeworks, Coalition Community Health Clinics, Care Oregon, and Mental Health Association of Oregon.

**PRINCIPLE DUTIES AND RESPONSIBILITIES:**

- Housing stabilization, including home visits, delivered within Trauma-informed, Assertive Engagement, and Rapid Re-housing principles
- Culturally-responsive/specific and linguistically appropriate services
- Financial assistance to those that remain in housing.
- Other supports as necessary to remain in housing for as long as possible.
- Linkages to longer term resources as needed
- Provide assistance to individuals experiencing homelessness in moving into housing, including through identified vacant City regulated PSH housing.
- Services are provided using assertive engagement principles and will be mobile, flexible and rapid.
- Services and activities may include coordination with housing owners.
- Provision of flexible financial assistance, can include, but is not limited to, move-in costs, deposits, and the rental and/or utility assistance necessary to allow individuals to successfully and immediately move into permanent housing.
- Assistance can include, but is not limited to, security deposits, first and last months' rent, utilities and representative payee services concerning rent and utilities.
- If needed, support will be provided to connect tenant to rent assistance through other resources.
- Adherence to El Programa Hispano Católico policies and procedures.
- Other duties as assigned.

**Assertive Engagement will be the model for service delivery. Principles of Assertive Engagement include the following:**

- Efforts are made to reach households at a time, place, and manner of their choosing.
- Efforts are made to engage households into a helping relationship.
- Households who have difficulty with engagement, follow through, and task completion are provided with creative and persistent responses to help them overcome those challenges.
- Households are not discharged from services or assistance based on attitude, follow through, or motivation.
- Staff tailors services to meet households who need them.
- Household strengths and hope are evident in services and case plans.
- Households are not asked to complete tasks in order to prove readiness or worthiness for housing.
- Housing assistance is tailored to the needs of each household and provided to them with the intention of helping them maintain their housing.

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- Assist households with finding units, working with landlords, collecting documentation, and passing screenings required by the landlord.
- Check-ins with each household and/or landlord to see how tenancy is going. At minimum monthly, but more frequently as appropriate to the situation.
- The Mobile Permanent Supportive Housing case worker will provide demographic and other required data as identified in ServicePoint under “Mobile Permanent Supportive Housing Team”.

**QUALIFICATIONS AND REQUIREMENTS:**

- Must be bilingual (Spanish/English) and bi-culturally competent.
- Excellent communication skills, both verbally and in writing in Spanish and English.
- Bachelor's degree or equivalent experience required.
- Experience and knowledge working with a broad range of issues affecting homeless Latinos/Communities of Color in the community.
- Intermediate proficiency in all programs of Microsoft Office; experience with data entry.
- Demonstrate judgment and discretion in dealing with confidential matters.
- Must be able to organize and prioritize work, be proactive, take initiative, follow through, and simultaneously manage multiple priorities to ensure goals are met in a timely manner. High attention to detail required.
- Willingness to learn new skills and take on new responsibilities.
- Strong analytical and strategic problem-solving skills.
- Ability to work well in team setting, as well as independently; be flexible and adapt well to different dynamics in a fast paced work environment.
- Ability to support organizational and program specific mission and goals.
- Ability to lift 40 pounds.
- Must have driver's license, ability to obtain automobile insurance at levels required by agency (100/300/100).
- Satisfactory results from civil, criminal and motor vehicle background check required.

**COMPENSATION:** Compensation is commensurate with skills and experience. Competitive benefits package, including: 100% employer paid health insurance (employee portion), disability, life insurance, paid time off, 12 paid holidays, retirement plan, free parking and more.

**TO APPLY:** Please submit your cover letter and resume at: <https://EIPrograma.applicantpro.com>

**EQUAL OPPORTUNITY EMPLOYER**