

JOB TITLE: SER/Sullivan Jackson Employment Center- Homeless Outreach Specialist
LOCATION: Sullivan Jackson Employment Center
RESPONSIBLE TO: SER-Jobs for Progress, Inc. and designated program manager

Responsibilities include identification of people experiencing homelessness in emergency shelters and places not meant for human habitation; developing working relationships with faith and community-based organizations, identification of individuals in need of shelter; conducting VI-SPDATs assessments; advocating on behalf of the client; and monitoring client progress in coordinated entry process. Work requires ability to work independently, independent judgment, and the ability to cultivate relationships with both social service agencies as well as faith-based organizations.

Examples of Work Performed

- Provide outreach services to individuals, families, youth and veterans experiencing homelessness, especially to those who are unsheltered, and encourage them to engage with program services and community resources.
- Assist Case Managers to locate and link clients to programs and services. This will include attending Outreach, Case Conferencing meetings as hosted by Tucson Pima Coalition to End Homelessness (TPCH) committees.
- Majority of time will be in the field locating clients referred to programs who are ranked highest on the Coordinated Entry list. This will include being familiar with where to look for clients, which resources to check and follow up on.
- Complete the initial VI-SPDAT and enter information into the Homeless Management Information System (HMIS). Engage clients and begin linking them to services.
- Provide assistance with bus passes and basic hygiene items, if needed. Link with Emergency Shelter wherever and whenever possible.
- Availability of some evenings and weekends to visit sites such as Z Mansion,shelters, and attend coordinated protocol activities Demonstrate flexibility, compassion and respectful engagement with clients and program.
- Performs related work as required
- Majority of time will be in the field looking for and finding clients.

Desirable Knowledge Skills and Abilities

- Considerable knowledge of case work principles, techniques, and practices
- Considerable knowledge of community resources and social service agencies
- Considerable knowledge of faith-based ministries and churches serving the homeless
- Knowledge of social problems, especially those applicable to individuals experiencing homelessness
- Skill in interviewing a wide variety of individuals
- Skill in documenting case work
- Effective oral and written communication skills
- Ability to maintain working relationships with associate personnel, clients, other agencies and the general public

Desirable Training and Experience

Three or more years of experience in direct client contact work in organizations providing social or other helping services to individuals or families who are disadvantaged and in need of such services; bachelors degree in social services, counseling, psychology or other closely related field or an equivalent combination of education, training and experience.

- Must have own transportation
- Must be able to work evenings and weekends
- Must have or be able to obtain a fingerprint clearance card

- Fluency in Spanish preferred, but not required
- Position is subject to the availability of funds

Prior to hiring, applicant will be subject to a background check which includes criminal history and fingerprint verification.

How to apply: email a cover letter and a resume no later than **5:00 p.m. February 26, 2021.**

Please indicate what **position** you are applying for on the email **subject line**.

To: Erik Dorame – serjobs85713@yahoo.com