



JOB TITLE: Family Advocate and Engagement Specialist (Case Manager), Avenues for Young Families Program

REPORT TO: Avenues for Young Families Program Manager

JOB SUMMARY: The position is primarily responsible for providing case management to young families who have been referred by coordinated entry services and are participating in the Avenues for Young Families Program (AYF). This position helps the young adults identify and pursue life goals, supporting them as they develop new skills, and assisting them in accessing community resources to stay stably housed.

The Avenues for Youth Young Families Program is a Rapid Rehousing Program that supports young families transitioning from shelter to permanent stable housing. The program assists with life skills, employment, and educational training referrals, in addition to providing parenting programs and mentoring support. The Young Families program is a one-year subsidy program with the intention of helping young families live in the community with viable careers and strong outlooks for their futures.

#### POSITION RESPONSIBILITIES

- Provide case management with families to identify and assist with employment opportunities, educational and parenting connections, and community outreach referrals
- Assist with family events and workshops
- Educate families about housing options
- Support youth in addressing their health and wellness needs
- Refer families to resources to support housing crisis and interventions
- Maintain timely documentation in individual files, HMIS or additional data management systems
- Engage families in mediation and problem solving, respect their self-determination with a holistic approach
- Ensure the development and delivery of service learning opportunities, Independent Living Skills (ILS) trainings, and social and enrichment activities
- Coordinate and nurture active use of community resources
- Provide transportation as needed to access community resources
- Assist families with long-term transitional plan
- Partner and collaborate with other long-term housing agencies to ensure continued success and stabilization
- Communicate consistently and effectively with youth and with landlords
- Complete additional responsibilities, as requested.



### QUALIFICATIONS

- Enrollment or BA or BS in human services, public health, mental health, or social work, social science, or similar program.
- Case management with families or individuals that have experienced homelessness.
- Experience and/or education in trauma informed care is desirable.
- Cultural competency with individuals from diverse backgrounds.
- Excellent oral and written communication skills.
- Reliable transportation.
- Passing of background check.

### REQUIRED WORK SCHEDULE

- This is a full-time, 40 hours/week position
- Work hours are a combination of day, evening and occasional weekend hours
- Weekly meetings with AYF Manager and families
- Conducting monthly home visits with Program Manager

### TO APPLY

Send resume, cover letter and references to Elaine Woods, Avenues for Young Families, Program Manager, at [ewoods@avenuesforyouth.org](mailto:ewoods@avenuesforyouth.org). Deadline – October 20, 2017.