



EMERGENCY HOUSING STABILIZATION WORKER

Journey Home is a non-profit organization that leads the effort to end homelessness in the Capital region of Connecticut. Founded in 2007, we are proud to serve as the lead agency within the Greater Hartford and Central Coordinated Access Network. We are in need of a full-time Emergency Housing Voucher (EHV) Stabilization Worker who will work to identify, recruit and maintain relationships with landlords, property management companies and realtors in the Greater Hartford region who will lease to homeless households receiving Emergency Housing Vouchers. The EHV Stabilization Worker will assist households experiencing homelessness in attaining housing rapidly and maintaining safe and stable housing long term. The EHV Stabilization Worker will be responsible for ensuring compliance of the identified units with subsidy requirements. The EHV Stabilization Worker will provide ongoing education and mediation to landlords regarding the challenges and benefits of providing opportunities to this population of tenants.

SUMMARY OF DUTIES/RESPONSIBILITIES:

- Assist participants in locating and securing housing of their choice
- Assess housing barriers of individuals and families experiencing homelessness to determine housing and service needs
- Cultivate relationships with property owners, property managers and realty companies in the region by meeting with them one on one and educating them about the population we serve and the benefits to leasing to this population
- Apply knowledge of residential lease contracts to educate clients of their rights and responsibilities
- Engage in constant communication with CAN providers to identify housing search needs and barriers
- Ensure all units meet Housing Quality Standards prior to clients signing a lease
- Provide technical assistance to Landlords, assisting them to meet these standards as requested
- Deliver comprehensive stabilization services to clients transitioning from Rapid Rehousing to Emergency Housing Vouchers
- Be available to provide mediation or assistance to landlords should they have a challenging situation with a particular tenant
- Serve as the facilitator between landlords and Greater Hartford (GH) CAN providers in an effort to help clients obtain and maintain permanent housing

KNOWLEDGE, ABILITIES, QUALIFICATIONS:

- Bachelor's degree preferred
- Knowledge of Housing Quality Standards, and federal and state funding housing programs preferred
- Understanding and commitment to Housing First principles and strengths-based services preferred

- Familiarity with those experiencing homelessness or living with behavioral health issues preferred
- Customer-consumer focused
- Basic knowledge of Microsoft Office suite and data entry
- Excellent organization skills and attention to detail required
- Strong leadership and facilitation skills
- Demonstrable marketing skills
- Excellent communication skills, including written correspondence and phone personality
- Willingness to work flexible evening and weekend hours as requested
- Ability to work independently, adjusting to changing priorities
- Ability to work with groups and balance multiple points of view

Journey Home is an Equal Opportunity Employer

Journey Home provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Compensation & Benefits:

- This is a full-time, exempt position
- Pay is \$22-\$24 per hour; salary based on experience and qualifications, not salary history
- Generous medical/vision/dental/disability/life benefits
- Paid time off – 12 holidays, vacation, personal time and sick leave

To Apply:

Send a cover letter, résumé with salary requirements and three references we may contact.

By mail:

Journey Home, Inc.
255 Main St. 2nd Floor
Hartford, CT 06106

By email: nadine.malone@journeyhomect.org
Subject: EHV Housing Stabilization Worker