



EMERGENCY HOUSING SEARCH SPECIALIST

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) Housing Search Specialist 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 Housing Search Specialist will assist households experiencing homelessness in attaining housing rapidly and maintaining safe and stable housing long term. The EHV Housing Search Specialist will be responsible for ensuring compliance of the identified units with subsidy requirements. The EHV Housing Search Specialist 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
- Engage with and create relationships with area landlords to maintain a real time knowledge of area vacancies
- Apply knowledge of residential lease contracts to educate clients of their rights and responsibilities
- Engage in constant communication with Coordinated Access Network (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
- 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 CAN providers in an effort to help clients obtain and maintain permanent housing
- Serve as a representative of Central and GH CAN on relevant Statewide, regional, or local Committees

KNOWLEDGE, ABILITIES, QUALIFICATIONS:

- Bachelor's degree preferred
- Knowledge of Housing Quality Standards, and federal and state funding housing programs preferred

