

**Come  
work  
with us**

# Night Shelter Advocate - Housing Specialist

## **Description:**

City Care exists to do the work few others are willing to do. Poverty, homelessness, mental illness and substance use are community issues and deserve a community response of support for those working to create a better life for themselves and their loved ones. We believe in the intrinsic value of every person and it is with love and compassion we advocate for the overlooked in our community. In doing so, we hold space for complete restoration and we witness first-hand, remarkable stories of transformation. Still reading? Great! Now more about the position.

City Care is searching for the right person with a knack for seeing great potential in others and working as part of the team with the shared goal of motivating change toward that potential. To advocate is to speak in favor of another. We believe that our best advocate role is lived out by being in relationship with those that are working hard to believe in a bright future for themselves. We are looking for a very organized and task-oriented Advocate that is well equipped to work with families with children as well as vulnerable single women and men on a swing evening / morning shift.

## **Responsibilities include but are not limited to:**

Carry out the mission, vision and values of City Care.

Know the resources available in the community and develop a network of contacts.

Develop individualized plans with residents by working to identify their self-directed goals.

Improve resident outcomes by collaborating to develop, monitor, and evaluate treatment plans.

Support residents in the work of recovery by developing housing plans and relapse prevention plans.

Promote housing stability for each resident by documenting progress, referrals and contacts in the electronic record.

Exceed the minimum expectation of once-a-month, face-to-face meeting with residents.

Facilitate in-house group meetings and social activities in the community.

Attend weekly Treatment Team and community meetings as designated.

Uphold professional confidentiality among residents, interns, externs, volunteers and staff.

## **Eligibility, knowledge, skills, abilities:**

Embodiment of City Care culture.

Understand the complexity of the intersection of poverty, homelessness, mental illness, substance use and recovery.

Ability to reflect recovery principles with a minimum of three years of sobriety.

Skilled verbal and written communication. Excellent driving record.

If you have ever lived in a transitional or permanent-supportive housing program you must have a minimum of three years in independent living.

## **Requirements:**

Bachelor Degree in Psychology, Education or other Social Science - or equivalent lived experience

Previous case management, recovery or justice experience.

Experience working with children and adults living with disabilities

Background check, driving record, drug test- current Oklahoma Drivers license, reliable transportation

## **Preferred:**

Professional experience navigating mental and physical health systems, benefits and resources; Behavioral Health Case Manager II; Peer-Recovery Support Specialist or previous work and lived-experience in a recovery environment

## **Days / Hours:**

Part-time Swing Shift

**Starting rate:** \$17.50/hour

**Apply by 2/22/21** - Email cover letter with salary expectation and resume to [debby@citycareokc.org](mailto:debby@citycareokc.org). No phone calls please.

**COVID-19 precautions:** Remote interview process, personal protective equipment provided or required, social distancing guidelines in place, virtual meetings, sanitizing, disinfecting, or cleaning procedures in place