

Hazel Heights Housing Specialist

The Native American Rehabilitation Association (NARA) is private non-profit that provides culturally appropriate physical- and mental-health services and treatment for substance use disorders for Native Americans, Alaska Natives, and other people with vulnerabilities.

We offer full- and part-time employees a very generous benefits-package that includes: (1) medical, dental, and prescription insurance, (2) employer-matched 401(k) program, (3) company-paid short- and long-term disability, and benefits related to treatment for use of alcohol and other drugs, (4) supplemental life insurance and accident benefits, (5) generous vacation and sick-day benefits, and (6) 12 paid holidays each year. You even get your birthday off as a paid holiday!

The Hazel Heights Housing Specialist will work independently and collaboratively with multiple NARA teams and Central City Concern's Hazel Heights housing project in Southeast Portland to provide community- and home-based housing-support services to individuals and families who are chronically homeless and whose health, behavioral health, and socioeconomic issues prevent them from accessing housing. Services are focused around supporting the individual and/or family to stabilize their housing, end their experience with homelessness, improve their health, and move forward in their recovery.

ESSENTIAL DUTIES

- Complete outreach, screening, and referral processes to determine eligibility for Hazel Heights housing services.
- Assist program participants through housing process including completing necessary paperwork and documentation, addressing possible barriers to housing approval, accessing funding for move-in costs, and obtaining furnishings for their home.
- Complete program-specific initial and annual paperwork with client to assist with housing stability.
- Develop positive relationships with collaborative partners, external providers, and Hazel Heights property managers.
- Respond to property managers as concerns arise in order to support participants in successfully maintaining their housing and prevent eviction. Follow up with property managers to determine outcome of any needed interventions.
- Coordinate efforts closely with other providers/ support systems to address clients' needs including: initiating clinical consults, assuring coordination of treatment planning, and ongoing support services.
- Provide home- and community-based engagement services to clients utilizing strengths-based case management while embracing the philosophy of Motivational Interviewing and Housing First. Utilize assertive engagement techniques to meet clients where they are willing to participate and coach clients in setting goals and identifying realistic steps in order to achieve them.
- Consistently use strong clinical and professional judgment while providing services to clients including: taking appropriate safety precautions while transporting clients and providing services to clients in community/homes.

- Demonstrate responsibility for safety of participants and property which includes demonstrating familiarity with fire and building regulations and evacuation procedures.
- Provide ongoing assessment of needs and risk of harm for each individual and respond appropriately.
- Provide outreach services as needed to maintain effective engagement in services.
- Complete housing-related treatment plans, progress notes, discharge summaries, and other documentation as required.
- Meet regularly with clinical supervisor for supervision and seek supervision, as needed.
- Participate actively in multi-disciplinary team meetings and consultations.
- Collect information on client demographics and program outcome activities.
- Participate in quality-assurance activities including chart reviews.
- Attend and provide relevant training as assigned.
- Participate in providing educational opportunities that promote understanding and acceptance of culturally relevant health services for Native American and Alaskan Native community and for service providers.
- Perform other duties as assigned to fulfill NARA's mission.

QUALIFICATIONS

- Qualified Mental Health Professional (QMHP) with Master's degree in social work, psychology, counseling, or other related field
- Certified Alcohol Drug Counselor (CADC- I) or equivalent, highly desirable
- Valid driver's license and personal vehicle
- Excellent communication skills and initiative to coordinate care effectively
- Experience
 - 1 Professional experience working with individuals experiencing chronic homelessness or experiencing severe and persistent mental illness
 - 2 Experience working within Native American/Alaska Native community is considered, a plus
 - 3 Clean and sober: If in recovery – minimum of two years sobriety/clean time
- Knowledge
 - 1 Knowledge of housing resources and programs
 - 2 Knowledge and understanding of recovery-based, holistic approaches to addressing behavioral health needs
 - 3 Knowledge and skill in working in multi-cultural and multi-disciplinary environment
- Abilities
 - 1 Ability to engage and interact positively with individuals to promote strengths and improve health and well being
 - 2 Ability to work collaboratively with clients, other NARA staff, and team members, and to treat everyone with respect and dignity at all times
 - 3 Ability to pass pre-employment or for-cause drug tests
 - 4 Ability to pass checks for criminal background and by Oregon Driver and Motor Vehicle Services Division
 - 5 Ability to pass finger-printing and background check via Criminal Records Information Management System

To apply, please respond with cover letter, resume, and salary requirements to jobs@naranorthwest.org, or fax 503-224-4494.

NARA requires employees to be clean and sober. Those in recovery must have a minimum of two years sobriety/clean time. All potential hires are required to pass a pre-employment (post-offer) drug-screen and criminal-background check. Our agency is fully committed to supporting sobriety; and, as such, it requires all new hires to agree to model: (1) non-drinking, (2) no illicit-drug use, and (3) no prescription drug-abuse behavior.

As an Equal-Employment-Opportunity and Affirmative-Action employer, NARA seeks to recruit and advance qualified minorities, women, persons with disabilities, and covered veterans. Within scope of Indian Preference, all candidates receive equal consideration. Preference in hiring is given to qualified Native Americans in accordance with Indian Preference Act (Title 25, US Code, Sections 472 and 473).