



Abode Services, one of the largest and effective nonprofits working to end homelessness in the Bay Area, is offering multiple opportunities for an experienced **Housing Tenancy Service Coordinator** for the **Coordinated Entry Services**, to provide field-based outreach, clinical case management, support, referrals to a broad range of housing-related services. This is a full-time, nonexempt position based Hayward or Oakland with travel throughout Alameda County.

How Abode Appreciates You:

- **Competitive Pay Range at \$22-25 per hour**
- Dynamic, mission-drive culture and supportive leadership. We support you in supporting others.
- 100% Medical, Dental, Vision benefits coverage for employees
- 19 Paid Time Off days and 9 Paid Holidays per year
- Voluntary benefits: FSA, EAP, Commuter Checks, Life Insurance, Legal, and more
- 403(b) Retirement Savings Plans with Employer Match & Contribution Programs
- Clinical Supervision hours towards licensure
- Professional Development Trainings, Leadership Academy Programs, and Opportunities for Growth
- Employee Recognition Program, Annual staff gatherings, and holiday parties

How You Make an Impact:

- Clinical case management services to individuals residing in permanent supportive housing, including rehabilitative services, brokerage, collateral, and therapy
- Provide outreach services to currently houseless individuals and identifying/preparing for housing
- Utilize a Critical Time Intervention Model focus to link participants to services and linkage referrals to community agencies
- Utilize motivational interviewing techniques to explore participants' substance dependency, encourage reduction and/or provide support to clients moving towards abstinence
- Collaboratively work with participants on establishing goals, strategies for increasing self-sufficiency and housing stability, and developing recovery goals
- Act as a liaison and advocate for participant as issues arise in housing
- Identify and collaborate with support people and family members in participant's life
- Participate in clinical, administrative and case conferencing meetings
- Conduct safety assessments, on-going mental status exams, crisis counseling, and problem identification

How You Meet the Qualifications:

- MA/MS degree in Psychology, Human Services, Social Work, Sociology or related field preferred. BA/BSW or CAADE/CAADAC certification plus 2 years' experiences providing services to chronically homeless individuals required
- Bilingual in Spanish or other language (Mandarin, Cantonese, Vietnamese, Hindi) preferred
- Lived experience with mental illness, homelessness, and/or co-occurring disorders or experiences as a family member of someone with lived experience preferred
- Must be able to build strong collaborative relationships with community partners
- Working knowledge of evidence-based models; Psychosocial Rehabilitation, Harm Reduction, Housing First, and Motivational Interviewing
- Must demonstrate cultural competency with diverse groups, understanding of the special needs of the homeless, and must be able to build supportive and respectful working relationships with participants
- Excellent verbal/written communication skills, organizational and time management skills in maintaining case load while meeting deadlines for billing, progress notes, and treatment plans
- Ability to effectively intervene in crisis situations, with de-escalation techniques, especially while on-call with the crisis emergency phone
- Must have own car, current CA Driver's License and auto insurance for frequent travel throughout the county to meet and transport participants. Clear driving record is required

How to Apply: Please send your resume and cover letter to jobs@abodeservices.org

Notice: This description is to be used as a guide only. It does not constitute a contract, commitment or promise of any kind. Abode Services reserves the right to change, add, delete, upgrade or downgrade the position as dictated by business necessity at any time with or without notice.

Abode Services is an Equal Opportunity Employer/Drug Free Workplace