



LEAD VICTIM ADVOCATE – RAPID REHOUSING

JOB SUMMARY:

The Lead Victim Advocate at the Outreach Center will work in the Rapid Rehousing Program. The Rapid Rehousing program services are intended to aid Domestic Violence survivors in improving housing, economic and educational status. The Lead Victim Advocate will be responsible for assisting program participants with housing needs.

The position is responsible for ensuring efficient and effective delivery of the highest quality support services. The position will be responsible for accurately tracking required statistics, outcomes, funding source deliverables, and quality assurance measures.

Flexible work schedule to include some weekends and evenings. Experience in case management and budgeting is essential, HUD experience preferred. A working knowledge of area resources for participant assistance is required. Duties include providing intake functions, housing assistance, coordination of program deliverables, assessments and crisis counseling.

WORK EXPERIENCE/EDUCATIONAL REQUIREMENTS:

BA/BS required or equivalent experience. A valid driver's license and dependable transportation required. Vehicle insurance must be maintained. Must meet eligibility requirements for Hubbard House, Inc. vehicle insurance coverage. All applicants must pass a level-2 background screening.

All duties and requirements are essential job functions. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

FULL TIME / NON-EXEMPT

PAY: From \$19.00 per hour

TO APPLY: Qualified candidates are encouraged to apply by emailing a resume to employment@hubbardhouse.org. Please place the job for which you are applying in the subject line. No phone calls. Hubbard House, Inc. is an Equal Opportunity Employer.