



JOB POSTING

Position: Mother Nation Housing Specialist
Reports to: Executive Director
Hours: 20 hours/week
Salary: \$19 to \$21/hour DOE

JOB SUMMARY

Mother Nation is a non-profit organization offering cultural services, advocacy, mentorship and homeless prevention services. Mother Nation celebrates and inspires the success of Native American families to honor the beauty and strength of Native American culture, spirituality and values built on the ancestral strength of each participant.

Mother Nation's Rapid Rehousing program in partnership with Building Changes purpose is to quickly exit Native American families, with specific attention to families fleeing domestic violence and sexual assault, from homelessness to permanent housing. This program is offered without preconditions and the resources and services provided are uniquely tailored to the needs of the household. There are three components to the new programs, Housing identification, rent and move in assistance, and case management services. The program is not required to utilize all components.

The Housing Specialist will refer participants to the Cultural Services Team at Mother Nation to support the families and Moms or Dads in need of cultural, spiritual and overall wellness support during their transition from homeless to housing.

By bringing back Native values of family, supporting one another during times of transition from chronic homelessness, gender based violence, Mother Nation participants will have ongoing full access to the spiritual support needed to remain stably housed over time.

JOB DUTIES

- Conduct program intake, program entry and exits.
- Maintain client files and reporting into HMIS Software reporting system including case notes.
- Facilitate and coordinate rapid rehousing program to support survivors of domestic violence and sexual assault in identifying and navigating housing options and resources in the community in which they wish to reside or relocate in.
- Assess housing barriers of victims of DV/SA, and their families, who are facing homelessness to determine housing and cultural service needs.
- Work with Housing Locator to identify potential landlords, tenant requirements and liaise.
- Refer participants to Mother Nation Cultural Services Team to attend Talking Circles, workshops, healing to support barriers to permanent housing related to historical and intergenerational trauma.
- Develop a housing plan with participants
- Assist participants in locating and securing housing of their choice.
- Network with partners who also work with victims housed throughout the region to assure smooth and thorough housing and case management services.

- Join Mother Nation Team in presenting to Tribal community to access additional resources for families, teachings connect to sweatlodge, talking circle, ceremonies, pow wow
- Prepare check requests with supporting documentation following Mother Nation policy and procedures, track funding expenditures;
- Participate in Mother Nation Staff Talking Circles and Training

PROGRAM DEVELOPMENT SUPPORT

- Attend trainings with Mother Nation Elders and professional development as needed.
- Attend and represent Mother Nation at community events related to position
- Collaborate and build on relationships with other service providers

QUALIFICATIONS

Must possess high levels of cultural competency and/or sensitivity to the Native American/Alaskan Native community in line with Mother Nations cultural principles to ensure participant's goals of reaching milestones are met.

BA in Social Work or related field or equivalent work experience in working with Native families with multi-abuse trauma

Strong oral and written communication skills;

Ability to complete tasks in a timely manner with minimal supervision

Sensitivity to the cultural integrity of Mother Nation and participants

Ability to maintain confidentiality

Proficiency in 2010 Microsoft Office Suite.

Strong organizational skills with attention to detail.

Dependable transportation and valid Washington State Driver's License

INSTRUCTIONS FOR APPLYING:

Apply with resume and cover letter to:

Email: info@mothernation.org

Mail: 4250 S. Mead St. Seattle, WA 98118

Attention: Executive Director