



EMPLOYMENT OPPORTUNITY

Position: Mother Nation Diversion Case Manager

Reports to: Executive Director Hours:

Full Time: 40 Hours per week

Salary: \$19 to \$21/hour DOE

JOB SUMMARY

The Mother Nation Diversion Case Manager reports directly to the Executive Director. This position will provide participants with financial assistance to homeless individuals and Native women and their families actively fleeing domestic violence or staying with family and friends temporarily.

Mother Nation is a Native American grassroots non-profit organization offering cultural healing services from historical trauma, advocacy, mentorship and homeless prevention for Native American/Alaskan Native women seeking safety and shelter with their families and Single dads caring for their children. Services are centered in King County with advocacy support in Washington State. 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.

The Diversion Case Manager will refer participants to the Cultural Services Team at Mother Nation to support homeless families in need of spiritual support and cultural healing 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 Diversion housing 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.

Provide financial assistance for homeless emergency support including relocation, and employment.

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 and conduct weekly meetings 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 and values.

Must follow Mother Nation's Trauma Informed Care Principles

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