



EMPLOYMENT OPPORTUNITY

Position: Diversion Case Manager
Hours: Full Time: 40 Hours per week

Reports to: Executive Director/Designate
Salary: \$41,000 to \$46,800 +
Competitive Benefits Package

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 Response Team support homeless families in need of spiritual support and cultural healing during transition from homeless to housing to remain stably housed over time.

JOB DUTIES

- Work with Homeless Prevention and Outreach Teams in conducting program intakes, program entry/exits
- Provide case management in short-term homeless emergency support, including relocation for Native American/Alaskan Native individual and homeless women seeking housing due to gender-based violence.
- Active Member of Mother Nation Homeless Outreach Team with ongoing outings throughout 12 months of grant cycle.
- Enter participant files and report into HMIS Software system.
- Work with participant families including single dads and young men to identify and navigate housing resources
- 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.
- Network and attend mandatory trainings and meetings 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 training retreats, self-care with traditional teachings in trauma informed care by Cultural Services Team and other partner facilitators
- Prepare check requests with supporting documentation following Mother Nation accounting policy and procedures, work with Finance Team in tracking expenditures;

- Attend weekly Staff Talking Circles to support street outreach experiences and emotional support
- Refer participants to Yeha:wi Advocates to address barriers to housing in relation to gender based violence, chemical dependency, and navigation of child protective service proceedings
- Other duties as assigned.

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, including Tribes.

QUALIFICATIONS

Must possess high levels of cultural competency and/or sensitivity to the Native American/Alaskan Native homelessness community

Ability to join Mother Nation's Homeless Street Outreach Team on a weekly basis

Must follow Mother Nation's Trauma Informed Care Principles

BA in Social Work or related field or two years equivalent work experience in homelessness

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: Hiring Committee