



## EMPLOYMENT OPPORTUNITY

**Position:** Mother Nation Homeless Prevention Case Manager  
**Reports to:** Program Manager  
**Hours:** 40 hours/week  
**Salary:** \$41,600 - \$47,840 annually + Competitive Benefits Package

### JOB SUMMARY

Mother Nation is a non-profit organization offering cultural services, advocacy, mentorship and homeless prevention services to celebrate and inspire the success of Native American families. The design of each program is to honor the beauty and strength of Native American culture, spirituality and values built on the ancestral strength of each participant. Mother Nation is committed to always providing culturally based traditional teachings throughout all service areas.

Mother Nation is active in partnering with Sister Native Homeless Providers, Tribes and Non-Native agencies to build unity in serving the Native American community both on and off-reserve. Our common goals are to ensure healing and wellness with cultural resilience offering quality service to those desiring healing from historical and intergenerational trauma.

The Homeless Prevention Case Manager will provide housing assistance to Native American families at imminent risk of homelessness. This position will work as a team with full support of Mother Nation Homeless Prevention Team in working with HMIS data base. Resources needed will be identified including referrals as needed to the Yeha:wi Healing Services, Cultural Response Team to support healing in historical and intergenerational trauma, and multi-abuse trauma to support participants in remaining stably housed long term.

This position will refer participants and families to Mother Nation's Cultural Services Team to work with Elders in custom designing cultural activities to support participant's overall health and wellness. By bringing back Native values of family, supporting one another during times of crisis, Mother Nation participants will have ongoing full access to the spiritual support needed to remain stably housed over time and heal from historical and intergenerational trauma.

### JOB DUTIES

- Work with Homeless Prevention teams in conducting program intakes, program entry/exits
- Provide short-term rental assistance and case management up to six months in a 12-month period to help households stabilize their housing.
- 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
- Work with Housing Locator to identify potential landlords, tenant requirements and liaison.
- 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 with partners who also work with victims housed throughout the region to assure smooth and thorough housing and case management services.
- Join Mother Nation Homeless Outreach Team and/or attend outreach activities, and Native and non-Native community gatherings in relation to housing.
- Join Mother Nation Team in workshops, 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 policy and procedures, work with Finance Team in tracking expenditures;
- 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 Native and Non-Native service providers and Tribes.

#### QUALIFICATIONS

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

BA in social services or work two years of work experience in case management related field working in Native American/Alaskan Native cultural values, and cultural services for Native families in multi-abuse trauma

Knowledge of multi-abuse trauma for Native American/Alaskan Native women

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 Driver's License

#### INSTRUCTIONS FOR APPLYING:

**Apply with resume and cover letter to:**  
**Email: [info@mothernation.org](mailto:info@mothernation.org) or mail:**  
**4250 S Mead St. Seattle, WA 98118**  
**Attention: Hiring Committee**