



Community Care Network is looking for a Housing Specialist to join our team!

Community Care Network is comprised of Rutland Mental Health Services and Rutland Community Programs. Our mission is to enhance the well-being of our communities, individuals and families through responsive, innovative and collaborative human services.

About the Role:

The Housing specialist is responsible for providing direct support and services to clients who need or at are at risk of losing housing. This position works closely with an individual's broader treatment team. The Housing specialist receives referrals from care managers who work directly with individual clients who are interested in relocating, are at risk of losing their current housing, are currently homeless, or their level of care needs have changed.

Responsibilities:

- Assist clients to obtain housing consistent with their needs and abilities.
- Provide direct client centered, trauma informed, recovery-oriented, strengths-based approach to client care directed toward finding/maintaining stable housing.
- Serve as a support and resource to clinical staff working with individuals experiencing housing related needs
- Maintain knowledge of short and long-term residential resources available to clients
- Create and maintain a system to record client's residential movement that can be easily accessible to others as needed.
- Collection of rent for transitional housing apartments.
- Create, develop, and maintain relationships with landlords within the community.

Qualifications:

- Bachelor's Degree in Human Services or related course of study preferred.
- Excellent understanding of the etiology and treatment of mental illness.
- Demonstrated success in working with person with mental illness.
- Ability to work as a strong ally with clients and their families.
- In-depth knowledge of VSHA and RHA Section 8 Programs
- Strong acknowledge of landlord/tenant statutes and an ability to work confidently and positively with them in a business-like professional manner.
- Strong management and organizational skills.

- An ability to work effectively in an often conflicting environment that has a high need for service with limited resources.
- Must have a valid driver's license, reliable transportation with personal automobile liability insurance coverage at or above the levels mandated by the State of Vermont.
- *Successful completion of a criminal history background check after hire.

What's in it for YOU:

- Competitive Pay Range - \$20.60-\$22.95/hour (compensation is typically dependent upon experience)
- Comprehensive Benefit Package
 - 401(k)
 - 401(k) matching
 - Dental insurance
 - Employee assistance program
 - Flexible schedule
 - Flexible spending account
 - Health insurance
 - Health savings account
 - Life insurance
 - Paid time off
 - Professional development assistance
 - Retirement plan
 - Tuition reimbursement
 - Vision insurance
- Career Training and Development
- Collaborative and engaging team meetings with supervision.

CCN is an Equal Opportunity Employer.