



Support and
Shelter for
Overcoming
Homelessness

AmeriCorps at Palmer Court | 2019

Job title	AmeriCorps at Palmer Court, Case Management Support
Reports to	Permanent Supportive Housing Services Supervisor
Position Status	<p>Full Time, 1,200 hours of service/ 40 hours week</p> <p>Part Time, 900 hours of service, see options below/</p> <p>OPT 1, 900 Service Hours, a minimum of approximately 40 hours per week, ending service on OCT 30, 2019.</p> <p>OPT 2, 900 Service House, a minimum of approximately 27 –32 hours per week, ending service on DEC31, 2019.</p>
Salary	\$661 Bi-weekly Living Stipend + Monthly Healthcare reimbursement if eligible; Education Award at completion of contract from \$2960 to \$4144, based on hours of service served.
Contract Term	<p>May 1, 2019 – October 30, 2019 (900 minimum of 40 hours per week)</p> <p>Or</p> <p>May 1, 2019 – December 31, 2019 (900 minimum of 28 hours per week)</p> <p>May 1, 2019-December 31, 2019(1200 minimum of 40 hours per week)</p>
Shift	M-F : 7 a.m. to 3 p.m.

Job Summary

Palmer Court (of The Road Home) is seeking an energetic and dedicated AmeriCorps members to serve full-time at Palmer Court, a permanent supportive housing program for formerly chronically homeless individuals and families. These positions will support the onsite case management team through assisting with the coordination of volunteer activities; assisting the team with data and record keeping related to volunteers, partnerships and to services provided; assist residents in housing stability and placement; assist residents in access to resources; and take part in staff meetings and trainings.

There are two options for service:

1. 1200 hours minimum – MAY01, 2019 start date = (Service Hours) a minimum of 40 hours per week, ending service on DEC31, 2019.
Serving full time hours throughout the remainder of the calendar year, qualifies for the healthcare monthly premium reimbursement if member opts in or needs healthcare through The Affordable Care Act/AmeriCorps.
Education Award \$4144,
Stipend amount bi-weekly \$661.00.

2. 900 hours minimum 2 OPTIONS - MAY01, 2019 start date = (Service Hours) a minimum of **28** hours per week, ending service on OCT 30, 2019; OR a minimum of **40** hours per week, ending service on DEC 31, 2019.
Serving full time hours qualifies for the healthcare monthly premium reimbursement if member opts in or needs healthcare through AmeriCorps.
Education Award \$2960,
Stipend amount bi-weekly \$661.00.

Minimum Requirements

1. Clear a full FBI Criminal Background Check.
2. Clear drug test.
3. High School Diploma or GED - College degree preferred.
4. A resident or legal citizen of the United States.
5. Valid Utah Driver's License.
6. Positions require the candidates be 21 or over.

Knowledge of and/or Willingness to Learn

1. Computer Programs (i.e., Microsoft).
2. Experience working and/or education in social services field a plus.
3. Issues impacting individuals who have been or are homeless.
4. Methods and techniques of effective case management and assessment skills.
5. Social service programs and community resources.

Skills

1. Ability to solve complex situations and diffuse explosive situations with professionalism, empathy, and from a Trauma Informed Care perspective.
2. Ability to approach problems pro-actively with a solution- based focus.
3. Ability to communicate effectively both verbally and in writing.
4. Ability to establish working relationships with residents, co-workers, and other professionals.
5. Ability to work independently as well as collaboratively.
6. Basic understanding of Trauma Informed Care and Housing First philosophies and a willingness to incorporate them into your work on a daily basis.
7. Ability to provide constructive feedback to clients.
8. Ability to maintain client confidentiality.
9. Ability to display cultural competency, appreciation, compassion and understanding of the needs of clients.

Instructions to apply

Committed applicants please apply directly on the AmeriCorps website at <https://recruiting.adp.com/srccar/public/RTI.home?c=1210501&d=External&r=5000466168306&fromPublish=true#/>

The Road Home is an Equal Opportunity Employer. The Road Home considers all applicants on the basis of merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status or disability.