



Community Rebuilders

An Equal Opportunity Employer

Housing Resource Specialist – Veteran Voices Full Time

Do you have the ability to create thoughtful strategies for reaching a mutually beneficial outcome? Have a desire to support Veterans seeking permanent housing solutions in your community?

The Veteran Voices Support Specialist will partner with Veterans experiencing a housing crisis, to seek positive housing solutions. The Veteran Voices Support Specialist utilizes a honed set of negotiation, conflict resolution and motivational interviewing skills to assist Veterans in quickly resolving their housing crisis. In partnership with Community Based Organizations, the Veteran Voices will quickly engage with Veterans experiencing homelessness and housing instability to address the immediate conditions related to the housing crisis, while engaging a range of partners to address food security, health, education, and employment. The holistic approach is designed to address the Social Determinants of Health, to ensure Veteran homelessness is rare, brief and nonrecurring.

To apply: Send cover letter & resume to Ralph Peterson at: rpeterson@communityrebuilders.org by January 8, 2021

This includes, but is not limited to;

- Negotiating and problem solving with landlords, neighbors, friends and families to identify short, medium and long-term housing solutions for Veterans
- Developing healthy natural support systems and creating connections to community
- Utilizing strength-based case management skills to identify consumer strengths, resilience and resources.
- Balancing the inherent power differential that exists between service provider and service recipient; building a power with vs. power over relationship
- Promoting housing as a basic human right and seeking solutions to ensure families have access to safe and affordable housing

Essential Functions

Housing Resource Specialist Role	50%	Provide comprehensive Strengths Based Housing Resource Specialist services as outlined in HRS guidebook/training; Partner with VA to identify necessary services Assist participants on services for self-care skills, adaptive coping skills and appropriate vocational rehabilitation counseling in collaboration with VA and community resources Provide social and recreational settings for participants to reach their goals and group activities to support recovery, vocational counseling, employment, housing and referral needs; Document attendance and participation in group activities Maintain updated goals and action plan for casefile;
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Collaborate with the VA, ongoing communication and review of the benefits provided to participant;
 Provide resources for the participant's recovery needs;
 Establish and maintain collaborative professional relationships, coordinate services with other agencies or workers providing services to the consumer;
 Maintain client files per program guidelines and funding requirements;

Compliance	50%	Implement project guidelines and requirements to promote integration of project objectives and strategic goals into service delivery functions; Carry out procedures in accordance with regulatory requirements and policy and procedural requirements; Assist with Planning, implementing and evaluation consumer participation strategies; Maintain professional relationships with all personnel, consumers, families, service providers and other stakeholders; Responsible for monthly, quarterly and annual progress reports Identify and communicate training and professional development needs; Participate in professional development opportunities Other duties as assigned
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Results Interview Criteria

Respecting Human Dignity/Decision Making	7%	Aside from a job, can you tell me what attracted you to our company? Is it easy for you to judge others? Why or why not?
Integrity and Honesty	7%	Describe a situation at work which required fact finding. What process did you use to find the information? Describe the toughest decision you've ever had to make? How did you make it, and what were the outcomes?
Specific Competency	7%	Describe what you believe to be the key competencies for this position. What is the most important one in your mind, and why is it important? Describe what you believe to be the key elements of a decision making process.
Service and Confidentiality	7%	If you are hired for this position, tell me what your first week might look like. How do you feel about covering for a sick, or injured co-worker?



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Accountability	6%	<p>Tell me about a situation you wished you had handled differently based on the outcome. What was the situation? What would you change when faced with a similar situation in the future?</p> <p>Describe a time when you were responsible for implementing an unpopular policy or decision. What were the outcomes of your actions?</p>
Building on Strengths/Flexibility	6%	<p>How do you handle a problem with no obvious solution?</p> <p>How do you measure your own performance at work?</p>
Attention to Details	6%	<p>Your manager or supervisor leaves you an assignment due in one week, then leaves on vacation for one week. You find that you do not fully understand the assignment. What actions do you take to meet the deadline?</p> <p>You have scheduled to use the conference room with clients, and the meeting scheduled before yours has not yet concluded. They are also meeting with clients. The other meeting areas are occupied. What do you do?</p>
Interpersonal Skills	6%	<p>What was the biggest shortcoming of your previous employer?</p> <p>What type of person, or what kinds of situations have made it the most difficult for you to implement your ideas or direction?</p>
Proficiency	6%	<p>What was your biggest responsibility at your last job? What made it the biggest responsibility?</p> <p>You are failing to meet performance expectations, what steps do you take to improve your performance?</p>
Creative Thinking/Initiative	6%	<p>You are in a team environment where everyone is asked for their opinion on a controversial topic. Are you the first to respond? Do you wait for others to speak before offering your opinion? Are you the last to respond?</p> <p>You have been struggling to solve a problem and you are going to get some help from your manager. How do you do it and what do you say?</p>
Communication	6%	<p>What do you do when you are right and your manager disagrees with you?</p> <p>What does it feel like to delegate work to others? Describe the process in which you delegate responsibilities to others?</p>
Self-Management	6%	<p>Your manager or supervisor leaves you an assignment due in one week, then leaves on vacation for one week. You find that you do not fully understand the assignment. What actions do you take to meet the deadline?</p>



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Stress Tolerance	6%	Talk about change in the work environment. What are your observations and experiences in dealing with change? In general, how do you handle conflict?
Team Work	6%	If you were feeling burned out and not effective in your job, what specific actions would you take to change how you were feeling? How would you handle a situation where your manager assigned you tasks that were way outside of your job description?
Planning and Evaluating	6%	If you are hired for this position, tell me what your first week might look like. How do you measure your own performance and work?
Vision/Mission	6%	Describe your ideal working environment. Describe in your own words, what the term 'average' means when it comes to performance.