

Indiana Youth Group

Job Description

Job Title: Housing Support Advocate (for young adults)

Internal Job Posting: 3/26/24 – 4/2/24

FLSA status: Salaried (Full time)

Pay Range: \$45,000 - \$46,000

Hours: Full Time

Level: Associate

Location: Evansville, IN

Position Summary: This position works with youth engaged in the strengths-based case management program in the center and rapid rehousing at IYG through Project Prism. This position is also responsible for covering activity center hours and duties as identified below.

Responsibilities:

- Assist in the IYG strengths-based Case Management process
- Assist youth in creating collaborative case plans
- Utilize strengths-based planning and language with youth
- Assist youth in overcoming barriers to autonomous living
- Meet face-to-face and/or virtually with youth, as needed
- Intervene in crisis situations, as needed
- Participate in weekly Youth Services staff and Case Management meetings
- Maintain documentation and data collection related to youth cases
- Collaborate with community partners to increase access for youth
- Work in the Activity Center with youth 3-4 evenings a week at times until closing
- Maintain, develop, and cultivate the culture of the Activity Center as well as activities and events where IYG is present
- Facilitate groups and help with organization of events
- Learn and assist with Project Prism as a back-up
- Cultivate and maintain rapport with youth
- Ensure safety and supervision of youth
- Other duties as assigned

Community Outreach Responsibilities if assigned:

- Identify and engage with potential community partners, including local businesses, non-profit organizations, educational institutions, and government agencies.
- Establish and maintain relationships with existing community partners through regular communication and collaboration on initiatives and events.
- Serve as the primary point of contact for community partners, addressing their needs and concerns in a timely and professional manner.
- Work closely with internal teams to ensure that community partnership activities align with the organization's objectives and priorities.
- Communicate the organization's mission, values, and goals to community partners and seek opportunities for mutual benefit and collaboration.
- Assist in the development of promotional materials and communications to highlight successful community partnerships and initiatives.

Reporting Structure: This person reports directly to the Manager of Support Advocacy

Position Qualifications:

- Personal experience navigating social support services is helpful
- One or more years of experience working with youth and/or young adults in social services setting is required
- One year or more experience in case management work required
- A degree in social work, sociology, psychology, communication, education, gender studies, sexual studies, or related field is required
- Strong foundational knowledge of LGBTQ+ issues and terms
- Evening availability until our closing times 3-4 nights a week
- Experience with MS Suite such as Word, Excel and PowerPoint preferred
- Must be strong with time management, organization, and communication.
- Ability to interact with youth and young adults 12-24 years old and maintain a constructive and professional relationship with them.
- Must pass all background checks and have Covid vaccination with proof to provide.

****If you meet the above qualifications, please turn in a resume to
Careers@IndianaYouthGroup.org and indicate the job you are applying for at the time.**