

# LA FAMILY HOUSING

**Job Title:** Housing Stabilizer II

**Job Type:** Full-Time

**Location:** North Hollywood, California

## Duties & Responsibilities

The Housing Stabilizer II is responsible for the development and implementation of a housing stabilization plan for the formerly homeless who are newly housed; housing stabilization plan will focus on increasing housing sustainability through a “*whatever it takes*” approach - non-traditional case management that encourages flexibility, creativity, and **perseverance** in your work as well as **collaboration** with outside resources and partners to limit/remove barriers impeding participants’ access to housing, transportation, income, health, mental health, housing stability, and overall well-being. Stabilizers will provide support and treat every participant with **dignity** via phone, email, mail and/or face-to-face meetings. Responsible for building and maintaining relationships with landlords/management firms/property owners as well as with partner agencies and resource providers in the Coordinated Entry System. Stabilizers need to demonstrate strong **leadership** skills and are also responsible for learning and staying up-to-date on the best practices in homeless services (e.g. Housing First Model, Harm Reduction, Motivational Interviewing, etc.)

### SPECIFIC DUTIES

1. **Assessment:** Assess each participant’s acuity using evidence-based assessment tools and work with participants to create a housing stabilization plan that will maximize housing retention and increase quality of life and community engagement. Assessments will be conducted face-to-face and in the participant’s home whenever possible.
2. **Case Management Services:** Assist participants with accessing resources and services to increase housing stability (e.g. linkage to primary care physicians, health insurance, food banks, credit repair, legal aid, In Home Supportive Services (IHSS), money management, tenant rights and responsibilities, mental health, benefits enrollment, etc.). Conduct regular home visits and accompany participants as needed to appointments related to housing stability (e.g. HACLA appointments, doctor appointments, court appearances, benefit hearings, etc.).
3. **Daily Living Skills:** Provide counseling, instruction, and assistance (one-on-one and in group settings) to participants in the area of increasing skills of independent living such as paying bills, household management, personal care, cooking and nutrition.
4. **Education and Employment:** Assist participants in developing and attaining goals related to employment, education, and/or vocational training with the intention of increasing income.
5. **Crisis Intervention:** Provide crisis intervention as needed, if participant is at imminent risk of returning to homelessness.
6. **Advocacy:** Provide advocacy as needed to help address issues and barriers between landlord and participants; assist with referrals to Fair Housing.
7. **Partnership Development and Collaboration:** Work to consistently develop and maintain collaborative relationships with partner agencies and services providers within the Coordinated Entry System to address participant needs relevant to increasing income, improving daily living skills, and increasing community engagement.

## Education, Experience and Skills:

### EDUCATION:

- BA in Social Services or AA degree

### EXPERIENCE:

- Three years of social services experiences

### KNOWLEDGE AND SKILLS:

- Demonstrated knowledge of housing stabilization skills including tenant rights, standard lease agreement adherence, and community resource-linkage
- Knowledge of housing assistance programs
- Tenant/landlord law and tenant/landlord/relations
- Ability to network and build relationships; locate and develop housing contacts
- Ability to act as a liaison between the client and landlord/property owner to resolve issues
- Creative and solution-focused problem-solving skills
- Must be able to perform extensive charting, electronic data entry and documentation
- Strong advocacy skills
- Excellent written and verbal communication skills
- Ability to work in a team and independently
- Bilingual: Spanish/English preferred, but not required
- Knowledge of Housing First Model, Harm Reduction, and Motivational Interviewing
- Must have valid CA driver's license as driving to participants' homes and community/staff meetings is required

## LAFH Benefits:

Health, Dental, Vision, Life, Voluntary Life, 403B Retirement Plan, 529 Education Savings Plan, Long Term Disability, Employee Assistance Program, AFLAC Policies, AFLAC FSAs, Legal Policy, Employee Appreciation Program, Company Sponsored Employee Outings, 9/80 Alternative Work Schedule, Paid Sick, Vacation and 11 Observed Holidays.

## Equal Employment Opportunity Statement:

**EEO:** LAFH is committed to providing equal employment opportunities for applicants and employees.

**FAIR CHANCE INITIATIVE:** LAFH is in compliance with the Fair Chance Initiative for Hiring and will consider qualified applicants with criminal histories.

**PHYSICAL ACCOMODATIONS:** All candidates must be able to perform the physical demands of the position with or without reasonable accommodation. For a list of physical demands, please refer to the full job description.

## To Apply:

Email your resume and cover letter to [HR@lafh.org](mailto:HR@lafh.org)