**SHINE Young Adult Coordinated Entry Navigator**

Be part of this exciting new opportunity!

We're searching for a SHINE Young Adult Coordinated Entry Navigator, who will be a vital member of the young adult housing system in Hampden County by offering supportive services and linkages to housing for young adults in the region who are experiencing homelessness or are at risk of homelessness. SHINE Young Adult Coordinated Entry Navigators will work collaboratively with Navigators from Center for Human Development (CHD) to serve young adults ages 18 to 24 experiencing housing instability by providing the following: housing-focused case management, housing readiness, accessing housing assistance programs, with a special focus on education and/ or employment, permanent connections, and health and well-being. The SHINE Young Adult Coordinated Entry Navigator will employ best practices such as Positive Youth Development, Trauma-Informed Care, Racial Equity, Motivational Interviewing, Housing First, Harm Reduction, and Problem Solving specific to youth and young adults with a culturally competent lens.

**PRINCIPAL DUTIES AND RESPONSIBILITIES:**

* Engage potentially high-risk clients in individualized case management, safety planning and planning for housing, employment, and/or education.
* Provide linkages to community resources, which increase opportunities for stable housing and economic independence.
* Develop relationships with potential funding sources, establish and maintain community linkages and collateral contacts, including area shelters and local housing organizations
* Attend applicable meetings with network providers, the Network to End Homelessness, Hampden County CoC, and others as necessary.
* Participate in collaborative projects with other agencies/CoC as applicable to the position and knowledge base.
* Complete all required reports and tracking tools for participants, funding sources, and the Agency. In conjunction with the Supportive Housing Services Manage, monitor data entry and reporting requirements.
* Provide aftercare outreach and assistance.
* Respond to after-hours work-related phone calls
* Provide on-call support rotating every 4 weeks.

**OTHER DUTIES AND RESPONSIBILITIES:**

* Perform other tasks as determined by the Supportive Housing Services Manager and/or other Department/Agency administrators.

Required Skills

**KNOWLEDGE, SKILLS, AND ABILITIES**

* Associates degree or 3 years of experience in homeless services required. Bachelor’s degree preferred. Lived experience strongly preferred.
* Experience working with young adults required.
* Demonstrated ability to be innovative, creative, analytical and decisive in problem solving required
* Ability to work effectively with other community agencies (i.e. School Dept., DCF. Juvenile Court, etc.) required
* Ability to structure and organize job responsibilities independently required
* Ability to deal with diverse population required
* Exceptional interpersonal and networking skills
* Bilingual/bicultural (English/Spanish) preferred
* Demonstrated ability to maintain client files and electronic records preferred.
* Ability to actively market and promote services preferred

**BENEFITS**

* Retirement Plan 403(b)
* Health, Dental, Vision, and Life Insurance
* Paid vacations
* 11 paid holidays
* 8 discretionary days a year
* Discounts offered to your Verizon and/or Sprint plans

*The Gandara Mental Health Center provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.*