



Homeless Outreach Case Manager

Wanted: Versatile individual to join our team at Hands On Hartford as the Homeless Outreach Case Manager working independently and as part of an interdisciplinary team. The Homeless Outreach Case Manager will assess clients, including those who are aged 60 and older with needs related to housing, help individuals find appropriate safe shelter and identify affordable housing opportunities, assist individuals with meeting basic needs, advocate for clients and ensure individuals are successfully linked to resources quickly, provide referrals to support individuals in linking with both formal and informal supports.

Why work at Hands On Hartford: Located in the vibrant Parkville neighborhood of Hartford, in partnership with others, strengthens community in Hartford by responding faithfully to people in need through programs that change lives and renew human possibility. We're a 54-year-old nonprofit that values diversity, team work, and takes a strength based, collaborative approach to all we do.

When: Full time; schedule consists of days, evenings and weekends.

Pay: Range \$19-\$26 per hour.

As the Homeless Outreach Case Manager, you will canvas streets, woods, and other areas identified as places where unsheltered people are living. Working with homeless individuals identified as high priority within the Coordinated Access Network (CAN) to obtain documents, ID's, birth certificates, homeless verifications and income verification in preparation for housing services.

Qualifications:

- Ability to provide services in a culturally competent manner and ensure trauma sensitive care.
- Fluency in English and Spanish is a plus.
- 2 years' experience in case management and/or resources and referral navigation is preferred.
- The ideal candidate will have proficiency in Microsoft Word, Excel, Outlook and other Microsoft products.
- Strong written and verbal communication skills.
- Valid Driver's license with insured vehicle required.
- Ability to lift and carry up to 25 lbs.

We care passionately about our employees and offer:

- Dedicated, diverse, and friendly co-workers
- Ability for a flexible schedule
- Competitive Salary
- Paid time off – 12 holidays, vacation, personal time, and sick leave
- Medical/dental/disability/life benefits
- 401 K contribution and employer match
- Free on-site parking

If this sounds like a good fit to you:

**Send letter of interest & resume to: Stephanie Boyce, Director of Homeless Prevention, Outreach and Food Access
Hands On Hartford, 55 Bartholomew Ave, Hartford CT 06106.**

Email sboyce@handsonhartford.org

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