



**EUMA (Erie United Methodist Alliance, Inc.)
JOB DESCRIPTION**

POSITION TITLE: Veteran Client Advocate

BASIC JOB FUNCTION: Responsible for making Veteran homelessness rare, brief and non-recurring in NW PA by providing direct services to Veterans experiencing a housing crisis at EUMA's Liberty House for homeless Veteran men.

REPORTS TO: Director of Veterans' Services

WORK HOURS: 40 hours week client advocate at EUMA's Liberty House, 2nd shift, with a Wednesday through Sunday work week.

HOURLY RATE: \$10.00 – \$11.00/hour

ESSENTIAL JOB RESPONSIBILITIES: Housed people are not homeless people. Activities for all work of the Veteran Housing Specialist (VHS) will increase housing stability for clients both enrolled in EUMA's VA GPD Case Management program called Veteran's Home Program (VHP) and EUMA's Liberty House. Activities include, but are not limited to:

- Administer self-sufficiency matrix to determine client strengths and weaknesses and/or eligibility for programming;
- Support clients to develop and implement an individualized housing stability plan focused on domains that will decrease housing stability;
- Coordinate direct and referral services that will increase housing stability based on self-sufficiency matrix results;
- Promotes safety first to clients, self and other team members;
- Regularly meet in-person with clients to update self-sufficiency results, housing plan and provide direct/referral services based on need;
- Provide substance recovery services to identified Veterans;
- Meet with Veterans' Service Director at least bi-weekly to update, coordinate, assign clients and collaborate on Veterans living at Liberty House and/or enrolled in the Veteran's Housing Program;
- Advocate for client with landlords, VA and social service agencies to strengthen client's housing stability;
- Attend EUMA staff meetings and/or trainings as directed; and
- Perform other duties as assigned by your supervisor.

QUALIFICATIONS:

- Certified Peer Support and/or Certified Recovery Specialists sought, but not required;

- Must be able to legally drive and provide proof of both a Pennsylvania driver's license and insurance on their private vehicle;
- All candidates must be committed to EUMA's mission and core values;
- Understand and committed to housing first principles;
- Demonstrated ability to provide case management services that produce desired outcomes;
- Practiced in using motivational interviewing as a means to effect change – we demand little and expect much;
- Basic computer knowledge is desirable;
- Must be able to pass a drug test, obtain acts 33/34 clearances and FBI fingerprinting;
- Persons with lived experience, Veterans and persons of color are strongly encouraged to apply;
- Ability to work collaboratively with all stakeholders committed to client's success;
- Those with knowledge of and practice in using critical time intervention, are trauma informed subscribe to a recovery model of rehabilitation and have worked with those who are at risk of becoming homeless are wanted;

PHYSICAL DEMANDS:

- While performing the duties of this job, the employee is regularly required to talk and hear;
- This position requires driving in all four seasons and within reason, will require the employee to drive in and be outside in all varieties of weather conditions.

EUMA is committed to building a diverse staff. Those with the above qualifications and who are Veterans, persons of color, those who have lived experience including those in recover and have experienced a housing crisis in their past are encouraged to apply. Spanish speakers are also strongly encouraged to apply.

Please submit a cover letter and resume' to Info@EUMA-Erie.org or mail both to EUMA | Human Resources, 1033 E. 26th St., Erie, PA 16504