

Job Title	Youth Rapid ReHousing Case Manager
Employer/ Agency	The Montrose Center
Job Description	<p>This position is responsible for assisting young adults aged 18 – 24, who have been referred to the program in collaboration with Houston’s Coalition for the Homeless, to move from homelessness into permanent housing, through intensive case management.</p> <p>The goal of Youth Rapid Re-Housing is to assist clients experiencing literal homelessness (as defined by HUD) to secure stable housing and provide a transitional rental subsidy as well as case management with the ultimate goal of participants being able to sustain housing through their own self-sufficiency.</p> <p>YRRH Case Managers are assist individuals with identifying barriers to housing stability and engage in goal planning that aims to link individuals to the resources and skills that they need in order to achieve long-term housing stability.</p> <p>Functions performed include assessing eligibility, locating housing, budgeting, connecting to community resources, monitoring rental payment, engaging landlords, and problem-solving with other Coalition partners.</p> <p><u>Duties include:</u></p> <ul style="list-style-type: none">• Conduct initial intake with client referred from the Coordinated Access system; verify eligibility for YRRH; enroll client into the appropriate program based on that program’s guidelines and rules.• Advise applicants of program regulations, policies, and procedures; educated clients about YRRH program, Case Manager role, and client responsibilities.• Assess the client’s service level needs, individual challenges and strengths, and work closely with the available housing options to create a client-driven housing stabilization plan to work toward self-sufficiency.• Learn and utilize CONTINUUM and the HMIS (Homeless Management Information System) to record all interactions for each client accurately and according to the timeline set forth in the policy, including documentation related to client enrollment, leasing application process, client and landlord encounters, and monthly budget meetings, as required by program policies and procedures.• Establish relationships with landlords who are willing to rent to young adults who may have no or negative rental history.• Assist client with application process, coordination of move-in activities such as utility resources, ordering furniture through Coalition partners,

	and trips to identified locations to buy food and secure needed household items.
Qualifications	Minimum Bachelor's in Social Work or related field. LBSW preferred. At least one year experience in case management. Working knowledge of community resources and special treatment issues for gay, lesbian, bisexual, and transgender young adults. Familiarity with substance dependency, recovery, and twelve-step programs is a plus. Prefer bilingual Spanish and/or ASL. Must have flexible hours and reliable transportation.
Employer/ Agency	Montrose Center
Address	401 Branard Street 2 nd Floor, Houston TX 77006
Contact Person	Laura Kanter, MSW
Telephone Number	713-529-0037 x353
Email Address	info@hatchyouth.org
Opening Date	Immediately

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