**Housing Stability Coordinator**

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| **POSITION TITLE:** | Housing Stability Coordinator | **REPORTS TO:** | Lead Case Manager |
| **EMPLOYMENT TYPE:** | Regular, Non-Exempt | **SALARY RANGE:** | $22.00-$23.00/hour |
| **SCHEDULE:** | Typically, M-F, 8a – 5p | **PRIORITY CONSIDERATION BY:** | 1/10/2025 |

**Job Overview:**

As the Housing Stability Coordinator, you will assist families who are experiencing homelessness in transitioning to our family stability shelter, rapid rehousing, and/or permanent supportive housing programs. You will work and walk along side with households as they establish a positive rental history, grow their income, and access additional resources to build a foundation for long term success and stability.

Affordable Housing and homelessness are the biggest issues facing our Pierce County community. For over 30 years LASA has worked to provide safe and stable housing for Pierce County families. LASA currently owns, operates, and develops affordable housing along with providing rapid rehousing, permanent supportive housing, family stability sheltering, showering and laundry, and eviction prevention services to those without a safe and stable place to live.

**We strongly encourage individuals with personal, shared, or lived experience with homelessness or housing instability to apply for this position. We also encourage those who represent demographics who are disproportionally represented in the homeless population of Pierce County to apply. We recognize the value of firsthand knowledge of the challenges faced by our clients will greatly contribute to the success of those who seek our assistance.**

**KEY RESPONSIBILITIES:**

* Develop strong and positive relationships with households experiencing homelessness.
* Perform household intakes, assessments, and evaluations.
* Work with households to develop and carry out housing stability plans.
* Advocate and develop relationships with landlords and property managers to house families and individuals.
* Refer households to community partners, government agencies, and others to access additional support services.
* Employment coaching and assistance.
* Accurate and timely documentation and maintenance of household files in a variety of systems, including data entry in the Pierce County HMIS system.
* Track grant/contract compliance and including outcomes such as households served and total expenses.
* Assist with special projects, such as holiday giving and outreach events.
* Other duties as assigned.

**REQUIREMENTS/QUALIFICATIONS:**

* Prefer two (2) years of case management experience and/or lived experience with homelessness or housing instability.
* Must have reliable transportation, valid driver's license, and auto insurance.
* High degree of emotional maturity and cultural competence, particularly as it relates to working with working with diverse populations including people with active mental health, chemical dependency, criminal background, and long-term trauma challenges.
* A clear understanding of, and the ability to demonstrate, professional ethics, boundaries and judgment.
* Willingness to admit mistakes and learn new things.
* Ability to work independently as well as on a team
* Familiarity with Spanish is a plus.
* Able to pick up 45 pounds.
* Willingness to submit a background check and openly discuss.

**APPLICATION PROCESS**

Please e-mail a resume and brief cover letter that specifically addresses how your background makes you a fit for this position to [jason@lasawa.org](mailto:jason@lasawa.org) . References will be requested.

**LASA is an Equal Opportunity Employer**

At LASA, we want people to love their work and show respect and empathy to all. Equity, Diversity, and Inclusion have always been key to our success. We are an Equal Opportunity Employer, and our employees are people with different strengths, experiences, and backgrounds, who share a passion for improving people's lives. This passion is reflected in our commitment to respecting the diversity of our clients, which not only includes race and gender identity, but also age, housing status, disability status, veteran status, sexual orientation, religion and many other parts of one’s identity. All our employees’ points of view are key to our success, and inclusion is everyone's responsibility. Applicants in need of accommodation are encouraged to call (253) 581-8689.