



Abode Services, one of the largest and effective nonprofits working to end homelessness in the Bay Area, is offering multiple opportunities for a skilled **Program Coordinator for AC Impact**, provides overall program coordination to East, South, and Mid County including: supervision of a Service Coordinator and interns, oversees delivery of services, interfaces with collaborative partners, police departments, and jurisdictional staff, tracks outcomes, ensures file and contract compliance, etc. This position will also provide outreach and engagement services to identified program participants, enroll participants into the program, and provide support to the Housing Services Coordinator, who will help to locate housing in the community. Once housed, this position will provide clinical case management services addressing an array of barriers that participants may have which may hinder their ability to remain house

Program Summary: AC Impact is a permanent support housing program that targets chronically homeless adults in Livermore, Hayward, Fremont, and Oakland. Participants in the program have been identified by law enforcement, emergency services, and local jurisdictions as individuals who most visible and costly to the community through their high levels of interaction with law enforcement and emergency services

How You Make an Impact:

Ensure successful implementation, evaluation and coordination of AC Impact services in South, East, and Mid Alameda County. Ensure that program is in compliance with funding regulations, goals, and stakeholder expectations. Provide direct supervision to AC Impact staff and interns. Provide regular and appropriate feedback including training, opportunities for professional growth, verbal and written improvement plans when needed, and regular evaluations. Ensure that all program staff under your leadership are meeting the goals as set-forth in their program's respective grants. Maintain effective public relations. Develop relationships with the community-at-large to instill support and confidence in the agency. Responsible for gathering and compiling client/service/outreach data and preparing timely periodic reports, as required by funders and collaborative partners as well as maintaining AC Impact data spreadsheets. Ensure overall program compliance to HIPPA guidelines. Provide support to staff when dealing with clients' crisis. Manage crisis situations as they emerge. Facilitate regular case conferencing meetings. Assist in coaching staff and in ongoing educational efforts. Assist in developing policy and procedures and other aspects of programs. Identify, refer and enroll candidates who meet criteria of program and are in need of housing when openings are available in the program. Approve applications for enrollment ensuring participants meet all eligibility requirements and all required paperwork has been completed and submitted. Perform mental status exams, mental health assessment, and diagnostic evaluations, as well as safety assessments that include suicide, homicide, and gravely disabled assessments with participants on an on-going basis. Maintain a case load. Provide comprehensive clinical case management services to individuals. Collaboratively work with participants to develop their treatment plans and work on their recovery goal that are focused on increasing stability in health, housing, finances, social supports, and other daily living areas, and decreasing use of emergency services. , contracts, and fair housing laws are met as they relate to housing

How You Meet the Qualifications:

BA/BS in Social Work, Psychology, or other related field required. Masters in Social Work or Psychology from an accredited university and registration with the California Board of Behavioral Sciences as an associated social worker or intern (ASW or MFTI) preferred. Must have a working knowledge of Psychiatric Disorders and a minimum 2 years of field experience working with people with co-occurring disorders and/or who are homeless. Strong organizational, detail orientated, and time management skills. At least one year of management and/over supervision skills preferred. Excellent verbal and written communication skills. Strong organizational and time management skills. Knowledge and ability to implement the following evidence-based models; Psychosocial Rehabilitation, Harm Reduction, and Motivational Interviewing. Ability to build supportive and respectful working relationships with participants and staff. Understanding and practice of culturally sensitive components of direct service delivery through open dialogs and self-exploration with diverse group.

How Abode Appreciates You:

Competitive Pay Range at \$50,000. -55,000. Annually

Dynamic, mission-drive culture and supportive leadership. We support you in supporting others.

100% Medical, Dental, Vision benefits coverage for employees

19 Paid Time Off days and 9 Paid Holidays per year

Voluntary benefits: FSA, EAP, Commuter Checks, Life Insurance, Legal, and more

403(b) Retirement Savings Plans with Employer Match & Contribution Programs

Professional Development Trainings, Leadership Academy Programs, and Opportunities for Growth

Employee Recognition Program, Annual staff gatherings, and holiday parties

How to Apply: Please send your resume and cover letter to jobs@abodeservices.org

Notice: This description is to be used as a guide only. It does not constitute a contract, commitment or promise of any kind. Abode Services reserves the right to change, add, delete, upgrade or downgrade the position as dictated by business necessity at any time with or without notice.

Abode Services is an Equal Opportunity Employer/Drug Free Workplace