



JOB POSTING

Job Title: Housing Navigator

We are looking for a dedicated and compassionate Housing Navigator to join our Transitional Housing team. This position is responsible for assisting in determination of eligibility of services in the Transitional Housing Program and providing case management, advocacy, crisis intervention and information/referrals to victims of relationship violence and sexual assault receiving transitional housing services. The ideal candidate would have strong communication and case management skills, and an understanding of the dynamics of relationship violence and sexual assault.

Main Position Activities:

- Assist in providing crisis intervention
- Assist clients in seeking housing options, applying to housing programs, and screening for agency transitional housing program
- Assess client needs and connect each client to community resources and agency programs
- Provide case management (connecting clients with resources and assisting with applications such as TANF, health care, transportation, etc.)
- Collaborate and act as a liaison with various other organizations and agencies (CPS, Law Enforcement, DA, etc.) to meet the needs of clients
- Maintain client files and records with confidentiality and accurate and complete documentation
- Collect and report statistical data reflecting the services provided
- Participate in DCFOF staff and education meetings as requested

Qualifications:

- Minimum of Bachelor's degree in social work, psychology, or related field
- Strong communication and organizational skills
- Demonstrated understanding of relationship violence and sexual assault issues
- Knowledge/experience in transitional housing programming
- Bilingual in Spanish preferred

To apply, submit cover letter, resume and application to:

Denton County Friends of the Family, Inc.
4845 I-35 E
Corinth, TX 76210
Email: hr@dcfof.org

Denton County Friends of the Family, Inc. is an equal opportunity employer.

This position is Grant funded and will continue only if sufficient grant or external funds are provided.