

Family Advocate Job Description

Family Advocates will work to facilitate patient care by assessing patient needs creating sustainable plans, coordinating care, and gauging progress. Family Advocates will work with social workers, families, and human services providers. The overall goal for Family Advocates is to improve client's outcomes and sustainability long term.

Job Overview

- Housing Identification
- Rent and Move-In Assistance
- Case Management

Responsibilities of Family Advocates

- Identify and develop a list of properties for selection by participants
- Connect homeless individuals with available housing
- Work with property owners to assist in housing the homeless
- Assist clients with developing a plan to maintain housing
- Assist clients with application process
- Identify and connect clients with community resources
- Work with clients to secure benefits such as Medicaid, SSI, State ID, etc.
- Connect clients with medical and mental health services
- Maintain detailed client documentation
- Maintain strict privacy and confidentiality with all clients
- Adhere to all program guidelines

Qualifications for Family Advocates

- Certified Case Manager, preferred
- 3-5 years' experience in case management, or related experience
- Time management and ability to be flexible
- Proficient computer skills including experience with Microsoft Excel
- Strong written and verbal communication skills
- Experience and ability to work with at risk individuals

- Decision making and problem solving
- Tolerance
- Cultural Sensitivity

This position is funded through a grant from the Louisiana Housing Corporation CARES ACT Emergency Shelter Program for one year with the possibility for renewal.

Annual Salary - \$45,000.00

To apply email resume and cover letter to info@ywca-br.org.