

Job Title: COVID-19 Homeless Isolation Unit Resident Assistant
Date: April 16, 2020
Reports to: COVID-19 Emergency Response Manager

JOB PURPOSE

Under the direction of the PfH COVID-19 Emergency Response Manager your challenge will be to provide onsite support to Transitional Case Managers (TCM) as they work virtually with individuals experiencing homelessness that are recovering from the effects of COVID-19 in designated isolation units.

ROLES AND RESPONSIBILITIES

This is a contracted, shift-work position that is expected to last 3-4 months, not to exceed 800 hours. This person will be expected to work outside of standard business hours and possibly beyond 40 hours/week. This position is considered an essential employee and will have to work at the isolation unit.

This position is for an ambitious and compassionate individual who will undertake a variety of tasks relative to supporting individuals experiencing homelessness and recovering from the effects of COVID-19. Duties will include but not be limited to:

- Will work in close partnership with virtual Transitional Case Managers (TCM) for the purposes of bridging communication gaps between individuals experiencing homelessness that are recovering from the effects of COVID-19 and TCMs.
- May assist with the completion of Intake Questionnaire for each Client going into Isolation Unit
- May meet basic needs of individuals experiencing homelessness that are recovering from the effects of COVID-19.
- May assist in coordination with partner behavioral health and CoC providers to coordinate care.
- Will support onsite security staff by making regular rounds throughout the Isolation Unit to identify any safety or security concerns.
- Will report all safety and security concerns to onsite security staff.
- Will document all issues and concerns that may arise in the isolation unit and share same with TCM.
- May assist in the coordination of discharge planning activities
- Will work in close proximity to individuals recovering from the effects of COVID-19

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- High energy and a passion for the CoC's mission and goals
- Experienced in Case Management (preferred)
- Solid organizational skills including attention to detail and multitasking skills
- Ability to work under pressure and multi-task in a fast-paced environment are required
- Excellent verbal communication, interpersonal, and relationship-building skills
- Experience working with vulnerable populations
- Willingness to work in close proximity of individuals recovering from the effects of COVID-19
- Associate Degree or relevant field experience may be considered in lieu of a degree
- Experience in homeless services (preferred)

SUPERVISORY RESPONSIBILITIES

None

COMPENSATION

This is a temporary, contractual position, which pays \$15/hour. There are no benefits for this position.

**Interested applicants should apply at: www.partnersforhome.org/covid
in the “IMMEDIATE OPENINGS” section.**