

Orcas Shelter Group Housing Case Manager
Licensed Mental Health Professional
Independent Contractor
Job Description
August 2021

Background: Our Shelter Group Clients have difficulty with focusing on the skills necessary to obtain temporary or permanent housing when their basic needs are not met, such as cold, hunger, no access to warm food, showers or hygienic facilities. The unhoused require ongoing support, supportive counseling, hopeful guidance and compassionate care. They require the service of mental health professionals who are knowledgeable regarding the needs of the homeless including issues such as previous exposure to trauma, chaos, abuse, and lack of a positive support system, or person, in their lives. Some of our clients require mentoring in regard to self-care, cleanliness of their living area and compliance with landlord expectations. Our services are necessary and of importance in helping our clients learn skills, such as cleanliness, personal organization of their surroundings, the importance of positive interactions within the community, the development of personal insight, and self-awareness as to how their behaviors impact those around them.

Scope of Services Required:

1. Refer clients to appropriate individual services as determined by assessment needs.
2. Provide clients with resources and contact information for obtaining local and regional transportation options.
3. Provide clients with education about local and other resources, and support in accessing those resources as necessary based on client need.
4. Assist clients with applications in applying for benefits related to client specific needs, and or referrals to those who may assist clients in applying for benefits such as Social Security Disability.
5. Assist clients with applications in applying for local housing options.
6. Provide supportive counseling with a focus on client development of personal goals for future housing and/or other specific goals related to client specific needs.
7. Provide clients with information for available local mental health providers, as needed.
8. Provide clients with off-island and telehealth options for mental health providers.
9. Provide clients with options for medical care and accepted insurance providers for local care.
10. Provide input and relevant information to Coalition to End Homelessness on Orcas (COHO) Steering Committee and Project Manager

Required skills:

- Organized
- Self-directed
- Personable, collaborative and patient with challenging situations
- Above average technological literacy
- Highly knowledgeable about resources and health systems in SJ County and Washington or the ability to learn quickly and independently
- Has transportation and ability to conduct regular site visits with clients
- Licensed and Insured Behavioral Health Professional

This independent contractor (non-employee) 6 month position of approximately 20 hours per week and is under fiscal management of the Orcas Community Resource Center. Hourly pay range \$40-50 depending on experience.

Please submit your resume and letter of interest via email to:

Erin O'Dell, Executive Director
Orcas Community Resource Center
erin@orcascrc.org