

The Inn of Southern Arizona Inc. is hiring a Border Referral Specialist!

The primary role of the Border Referral Specialist is to refer asylum seekers at The Inn of Southern Arizona to case management programs in destination cities. As well as to provide support to daily shelter operations including welcoming families released by Border Patrol or ICE, assisting with providing basic needs while at the shelter and coordinating onward travel support.

Other responsibilities for this role may include (but are not limited to):

- Assist with client intakes.
- Refer asylum seekers to case management programs across the United States through email, telephone calls and utilizing the CWS database.
- Communicate regularly with case managers based in various parts of the country to ensure effective referrals are made.
- Participate in weekly coordination calls with CWS as well as occasional training conducted by CWS.
- Complete monthly report on referrals to case management.
- Provide support to daily shelter operations.
- Assist in coordinating volunteers for shifts, food delivery, and other tasks.
- Communicating regularly with the Shelter Director.
- May drive personal vehicle on company business.

Compensation: \$33,000/yr

Diversity Policy for The Inn of Southern Arizona

At The Inn of Southern Arizona, we courageously confront racism and discrimination. We establish best practices that embed our values at the core of who we are and actively recruit the participation and inclusion of Southern Arizona's diverse cultural and social groups in all activities, at all levels of policy development, and throughout all decision-making processes.

We do not discriminate in employment practices, volunteer opportunities, or delivery of programs and services on the basis of race, religion, gender or gender identity (including gender nonconformity and status as a transgender individual), gender expression, sexual orientation, age, ancestry, citizenship, ethnicity, familial status, socioeconomic status (economic circumstances), color, creed, sex (including pregnancy), phases of parenthood, national origin, marital status, veteran status (past, current, or prospective service in the armed forces), genetic information, physical characteristics or appearance, mental or physical disability, or any other status prohibited by applicable law.

In all our work and ministry at The Inn of Southern Arizona we celebrate diversity.

Please send cover letter and resume to: theinnofsa@gmail.com

