



## JOB OPENING

### Low Threshold Housing Residential Advocates

**We are hiring multiple positions for our newest program Low Threshold Housing.**

The **LTH Residential Advocate** is responsible for maintaining the overall management and maintenance of the residence, supporting the staff and the daily operations of the Low Threshold Transitional Housing Program. The population of focus includes individuals struggling with homelessness, substance use, and mental health, who may also face multiple barriers to housing.

**Schedule/Days:** 10 Full-time & Part time positions - 40hrs/week or 16hrs/week (see website for more details) **Rate:** \$18.83/hr

#### **Brief description of the essential functions:**

- Act in accordance with Victory Programs, Inc.'s Standards of Excellence & Philosophy Care at all times including maintaining professional ethics, boundaries and client confidentiality and working from a strength based perspective using evidence base practices (MI, CBT, Harm Reduction etc.)
- Ensure that the residence is maintained in a state of good repair, orderliness and is free from hazards.
- Enforce all policies and procedures related to maintaining a safe and appropriate residential environment.
- Engages in Nonviolent Crisis Intervention and conflict de-escalation as needed in the milieu space
- Conducts safety, security and wellness rounds/checks throughout the program as scheduled to ensure the well-being of all residents.
- Assure that fire safety standards are met at all times
- Accurately document observations, encounters, incidents and engagements with clients during your shift.
- Support with inventory of client belongings, meal prep/set up and program upkeep as directed.
- Assist with storage of food, household supplies, linen supplies, including inventory, collection, distribution, and laundering as directed.
- Provide assistance with daily office and administrative functions e.g. filing, phone coverage, reception, maintenance of house records.
- Communicates to both management and peer staff any information specific to the management and maintenance of the facility that occurs during shift
- Attend weekly supervision, staff meetings, and periodic professional development trainings and workshops as requested by supervisor.
- Works collaboratively within the Low Threshold Housing team to provide client centered services.

#### **Qualifications:**

Bilingual/bicultural candidates strongly encouraged to apply.

- High School diploma or its equivalent.
- At least 25 years of age with a valid Massachusetts driver's license with a safety driving points of 00, 99, 01, 02, or 03 preferred not required
- Knowledge of or openness to Addiction/Recovery and Harm Reduction Practices/Philosophy or a willingness to acquire within the first six months.
- Previous experience in nonviolent crisis intervention, de-escalation, and milieu management preferred.
- Working knowledge of HIV/AIDS and viral hepatitis, homelessness, substance use, STIs, and sex work as well as health-related social issues faced by persons who use drugs.
- Ability to work effectively with individuals of diverse race/ethnicity, sexual orientation, gender identity, sex and drug cultures, age groups, religion, country of origin, disability and economic status.
- Excellent verbal communication skills including an ability to have open and affirming conversations about sex and substance use risk.
- Ability to work and relate to residents in a helpful, directive, firm, yet compassionate manner.
- Ability to work independently and cooperatively as a member of a professional team.
- Strong organizational, writing, and communication skills.
- Three strong work related references.
- Proficient computer skills, including the use of Microsoft Word and Excel
- Must be CPR certified and have TB screening (may be obtained in house)

#### **About us**

Victory Programs operates 19 innovative health, housing and prevention programs throughout Greater Boston, Cambridge and Topsfield. Every year we help more than 3,200 individuals and families break down barriers to a brighter future. Our programs serve people who are facing homelessness, drug and alcohol addiction, mental illness or chronic illnesses like HIV/AIDS and provide them with the tools needed to support healthy, self-sufficient lives.

Our **benefit program** includes a 75% health and 25% dental employer premium contribution, 100% employer paid disability and life insurances, 19 days of earned time in your first year, sick time, personal days, tuition remission, and a retirement savings opportunity.

**How to apply:** Please visit our website [www.vpi.org](http://www.vpi.org) and click on **Career Opportunities**