WANTED: A versatile HOUSING SUPPORT SPECIALIST at ACT!

WHY WORK AT AIDS CONNECTICUT?

At AIDS Connecticut, we work with our member agencies to improve the lives of people impacted by HIV/AIDS through care and supportive services, housing assistance, advocacy, trainings, and prevention. We are a non-profit organization that is passionate about our work and strive to lead through innovation, make measurable progress, collaborate for greater impact, and respect the choices of our clients.

WHAT WILL YOU DO AS HOUSING SUPPORT SPECIALIST?

You will do a lot! Most importantly, you will provide intensive case management and voluntary representative payee service to clients to improve housing, medical, and other outcomes. You will work closely with clients to manage their finances, ensure treatment adherence, and maintain housing. You will also work with an interdisciplinary, and cross-agency, team to ensure client engagement and retention in care.

You are expected to establish and maintain relationships with HIV, housing and social service providers, as well as Social Security Administration and Department of Social Services. You will also facilitate client entry into housing subsidy programs to increase likelihood of independent stable housing.

To document all this hard work, you will maintain complete and accurate client files, ensure timely entry of data into CAREWare (an electronic client data system), and complete programmatic reports.

REQUIREMENT:
• Reliable transportation, valid driver’s license and clean driving record for regular in-state travel

YOU MAY BE A GOOD FIT IF YOU:
• Believe in our mission and core values
• Are excited by the job duties
• Have case management experience, preferably with a housing, substance use and/or mental health background
• Have knowledge of community resources and networks of HIV care, especially in regards to housing
• Can teach financial management and budgeting skills
• Have a non-judgmental attitude when working with people of diverse backgrounds and viewpoints
• Are comfortable working in a sex positive environment where HIV/STIs, sexual behavior, and prophylaxis are routinely discussed
• Like working in a fast pace environment and ability to respond to change quickly
• Have strong interpersonal and communication skills
• Have strong organizational and time management skills
• Are able to work collaboratively and independently
• Are able to work with limited supervision
BONUS POINTS IF YOU HAVE:

• A personal connection to AIDS Connecticut
• Experience providing representative payee services
• Experience implementing interagency collaborations to facilitate client care
• CAREWare experience
• Bilingualism (English/Spanish)

WHAT WE OFFER FULL-TIME (35 hours per week) EMPLOYEES:

• Dedicated, diverse, and friendly co-workers
• 12 agency holidays
• Generous paid time off
• Agency-subsidized medical, dental, and vision coverage and 100% paid short-term/long-term/life insurance
• 403(b) retirement plan with employer match of 50% up to 3% of pay
• Free off-street parking

SOUND LIKE A GOOD FIT?

If so, please send your thoughtful cover letter and resume to apply@aids-ct.org with “Housing Support Specialist” in the subject line. Resumes received without a thoughtful cover letter will not be considered. Candidates will be considered on a rolling basis until the position is filled. Due to the anticipated volume of responses, we will contact only those top candidates who most closely match our requirements. This is a non-exempt position with an hourly pay rate of $20.87 - $23.35 per hour, commensurate with experience.

AIDS Connecticut, Inc. celebrates diversity and inclusion and is an Equal Employment Opportunity/Affirmative Action employer.