



## Resident Services Coordinator - Veteran Housing!

Compensation: **\$14.63/hr. + DOE**

### THE ORGANIZATION

Cascadia Behavioral Healthcare ([www.cascadiabhc.org](http://www.cascadiabhc.org)) is a major nonprofit provider of behavioral health services in the state of Oregon. Cascadia is a Recovery-oriented, trauma-informed service provider for persons with mental health and addiction challenges. Cascadia is a consumer-involved, consumer-engaged, and consumer-driven. Cascadia furthermore seeks to increase its trauma-sensitive services. The heart of Cascadia is her people - the people we serve, our coworkers, and our community partners.

### THE POSITION

This position is located at a studio complex in NE Portland near Sandy Blvd. The complex provides housing for chronically homeless veterans who are referred by the VA. Case management is provided by community partners. As this building houses and serves veterans, veterans are highly encouraged to apply.

The schedule for this position will be part time at 20/hrs. per week, between the hours of 10:00 am and 3:00 pm, Monday - Friday, however there is room for flexibility as long as it is 20/hrs. per week. There may also be room for this position to be full time.

The Resident Services Coordinator position plays a critical role in supporting Cascadia Residents for financial security, physical security, social connections, and the delivery of long-term community based supportive services. This is an on-site role responsible for being the steward of the assigned property, while supporting a Trauma Informed Care environment for the tenants. With the high prevalence of trauma among individuals receiving mental health housing services, it is required the Resident Services Coordinator understand the effects of trauma on health, coping, and other aspects of the lives of those we serve. The employee is responsible for providing resident services/ skills building as directed by the Portfolio Manager. This position works with residents who are veterans referred by the VA, staff, case managers and other community resources to ensure residents are supported as needed and to find solutions to financial and behavioral problems that, if not resolved, would jeopardize the resident's continued housing.

### REQUIREMENTS

#### **Education:**

A high school diploma or equivalent.

#### **Experience:**

Experience working with veterans or having served in the armed forces is preferred due to the population served in this community.

#### **Specialized Knowledge, Skills and Abilities:**

- Knowledge of Fair Housing policies and procedures and Landlord/Tenant Laws
- Operate computer hardware and property management software at a level needed to effectively perform job functions
- Enter and retrieve data
- Prepare simple reports



**Other:**

Ability to commute to various Cascadia sites and community locations as needed.

**BENEFITS**

Cascadia provides medical, dental, and ample Paid Time Off package (PTO), short term disability, long term disability, life Insurance, and a Vision Service Plan (VSP). Most Benefits are available to all Regular, Full time employees. Benefits are pro-rated for all employees working less than 40 hours per week and more than 20 hours. Some benefits are available to all employees regardless of FTE (403b Retirement Plan, EAP Services, 24 hour Fitness, Supplemental options).

Veterans are highly encouraged to apply as this position requires experience working with the veteran population or having lived experience.

Successful candidates must be committed to working effectively with diverse community populations, and expected to strengthen such capacity if hired.

To learn more about our employment opportunities, benefits, and more, please visit our careers page ([www.cascadiabhc.org/careers](http://www.cascadiabhc.org/careers)).

To apply for this position directly please visit the career link (<https://recruiting.adp.com/srccar/nghome.guid?c=1136207&d=External&r=5000295532706>). **Job # (5176)**

Inquiries can be directed to Sita Khalsa - Recruitment, at [sita.khalsa@cascadiabhc.org](mailto:sita.khalsa@cascadiabhc.org)