

ESG Housing Locator

St. Vincent de Paul Society of Marin County, a charitable, social services organization, is seeking a knowledgeable professional to join our passionate and committed team as our ESG Housing Locator. Hunger, poverty and homelessness hurts everyone. At St. Vincent de Paul, our mission is to work every day to help each person one step at a time with food, housing and crisis assistance to restore dignity and a chance for a better life. We are affiliated with one of the oldest and most effective charitable organizations in the world, the Society of St. Vincent de Paul, a Catholic lay organization of nearly 700,000 people world-wide.

This ESG Housing Locator position is an essential position in aiding clients in their transition from homelessness to housing. The ESG Housing Locator works with individuals who are currently experiencing homelessness to reduce the impact of homelessness and to assist clients in meeting their goals to achieve sustainable housing. ESG operates from a Housing First and Rapid Rehousing model to serve clients with VI-SPDAT scores under 10. The Housing Locator is primarily responsible for assisting new program applicants and existing participants to identify, apply for and secure housing in the community. This includes completing a housing search online based on the client's specific budget, transporting clients to prospective properties during the housing search process, assisting clients with applications for tenancy, facilitating the execution of required program paperwork and recruiting new landlords to participate in the programs.

As our ESG Housing Locator you will be given the opportunity to:

- Provide respectful engagement to adults with histories of homelessness, psychiatric disabilities, and substance use disorders in accordance with the Rapid Response and Housing First Models
- Assist with service coordination for ESG clients by providing clients with support, guidance, and encouragement on their journey to housing
- Proactively engage clients in a variety of settings, trying out-of-the-box ways of reaching clients who may have significant trust, mental health, and substance use issues
- Market the ESG Rapid Rehousing program to prospective landlords
- Proactively recruit landlords and community partners to participate in housing programs by promoting and educating about housing programs, holding regular events such as workshops, receptions, roundtable discussions, focus groups and develop literature other marketing tools for perspective participants.
- Locate available units in the community for ESG Rapid Rehousing clients and support them in viewing those units and ultimately obtaining a rental agreement

To be successful in this position you will have:

- Knowledge of the general rental market in Marin County and surrounding areas
- Excellent interpersonal and communication skills required
- Demonstrated ability to be empathic, understanding, and approachable
- The skills necessary to interface with community service providers to develop and enhance program resources
- Must have own mobile phone, vehicle, current vehicle insurance and clean DMV record

Hourly pay range is \$30 to \$35 and eligible for overtime pay. Flexibility to work remotely during the pandemic, convenient downtown San Rafael offices within walking distance of restaurants, public transportation and shopping. This position is full time. The typical work schedule is Monday-Friday 9-5.

At Vinnies, we promote diversity of thought, culture, and background for the benefit of our employees, our partners, and the communities we serve. We strive to give everyone what they need to succeed by increasing access, resources, and opportunities for all; especially for those who are underrepresented and have been historically disadvantaged. Vinnies is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind, ensuring all employment decisions are based solely on a person's merit and qualifications directly related to professional competence and business needs without regard to any characteristic protected by federal, state, and local law. Vinnies is committed to attracting and retaining a diverse staff and will honor your experiences, perspectives, and unique identity. Together, our community strives to create and maintain a working environment that is inclusive, equitable and welcoming.

If you are seeking work that is more than just a job, one that gives you the opportunity to give back to others and your community, then our St. Vinnies family may be the place for you.

Please submit a resume and cover letter explaining why you are interested in this position and how your experience and background apply to recruiting@vinnies.org.