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CUCS JOBS JOURNAL

The CUCS Jobs Journal is a bi-weekly listing of job openings available to residents of supportive housing and consumers of OMH or DOHMH funded services. The Jobs Journal is supported by the NYC Department of Health and Mental Hygiene (DOHMH).

Job postings submitted to CUCS Jobs Journal will be valid for up to three (3) months. If jobs are not resubmitted at that time they will be removed from the Jobs Journal.

If you have questions about this publication or would like to list a job, please call the CUCS Jobs Journal at (212) 801-3300 or email us at jobsjournal@cucs.org. **Job postings must be submitted by the close of business on the Tuesday before publication.**

The next issue of the Jobs Journal will be published
Monday, October 2, 2017.

There is no cost to post jobs in the CUCS Jobs Journal.

The CUCS Jobs Journal is available on the Internet at the CUCS web site. It can be found at <https://www.cucs.org/housing/housing-resource-center/>.

CUCS Seeks Peers To Work With NYPD

CUCS' **Academy for Justice-Informed Practice** is seeking 5 peers to talk about their lived experience in the mental health system with groups of New York City Police officers. This unique opportunity is paid and is part of the NYPD's Crisis Intervention Training (CIT). Working in teams of three, speakers will participate in a panel presentation to better help NYPD members empathize with people in mental health crisis. The peers selected will work 1-3 hours per week, 1-4 weeks per month.

The eligibility criteria are: a mental health diagnosis; comfort with public speaking; availability on Monday afternoons and/or evenings; ability to travel independently to Queens; and participation in and successful completion of two half-day trainings.

To apply:

- Complete the CIT application by **Friday, October 6, 2017.**
- Apply online: [click here](#) to fill out and submit application.
- Email completed application to matthew.capodicasa@cucs.org or mail to: Matthew Capodicasa, Center for Urban Community Services, 198 East 121st Street, 6th Floor, New York, NY 10035. [Click here to download printable application.](#)
- If you have a resume or bio available, send this (either via mail or email) as well.

Please note: no walk-ins or phone calls will be accepted. Please email all inquiries.

[Click here](#) to read more about the CIT Program in New York City.

The CUCS Jobs Journal is a bi-weekly listing of job openings available to supportive housing residents and consumers of OMH or DOHMH-funded services. Resumes and cover letters may be sent directly to the contact person listed. Information was not available at this time for those areas that are blank. For more information: Phone: (212) 801-3300; Fax: (212) 635-2183; e-mail: jobsjournal@cucs.org

Agency/Site Abbreviations

Aff: Affiliated Agency Bus: Business EP: Employment Program
Gov: Government SHA: Supportive Housing Agency
SSRO: Supportive SRO Residence OSR: Other Supportive Residence
SSA: Social Service Agency

The CUCS Jobs Journal is supported by the NYC Department of Health and Mental Hygiene

The CUCS Jobs Journal Monday, September 18, 2017

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
HS Diploma/GED Required						
Baltic Street AEH, Inc. -- SSA	PEER ADVOCATE	Baltic Street AEH, Inc., seeks applicants for the position of Peer Advocate. The person will perform advocacy services for and with consumers of mental health services in a program that provides a wide network of Peer Advocacy services.	Experience as a Peer Advocate, or other related experience. Certified with the Academy of Peer Services or completion of certification within the first two months of employment. Knowledge of self-help techniques. Basic working knowledge of mental health services. Good reading and writing Skills. Clean drivers license a plus. Office and computer skills are required. Bilingual Spanish preferred. High School Diploma or GED required	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Marianna Barbarash Email: mbarbarash@balticstreet.org
Baltic St. AEH, Inc. -- Aff.	Bronx	Full-time -- 40 hrs ESSENTIAL FUNCTIONS: Provide linkages to services including Mental Health, Legal, Housing, Education, Medical, Social, and Financial Services, etc. Aid recipients to obtain services for themselves. Facilitate and co-facilitate recovery and self-help groups, which includes sharing one's own recovery story/experience with consumers, and functioning as a role model exhibiting competency in personal recovery. Work with clients via phone and walk-in. Persist and follow through until cases are complete. Outreach to communities.	Send or fax resume to: Marianna Barbarash Baltic Street AEH, Inc. 9201 4th Ave, Brooklyn NY 11209 Fax (718) 833-5930 Email mbarbarash@balticstreet.org			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Building Engineer	Breaking Ground (formerly known as Common Ground) is currently looking for a Building Engineer to join our team.	3 years comparable work experience Experience operating power tools, basic knowledge of electric and plumbing Ability to lift and move furniture, appliances and stand for many hours at a time Ability to climb multiple flights of stairs High school Diploma, General Equivalency Diploma (GED) or Trade School Work with special needs SPECIAL populations preferred	Posted: 8/21/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>The Building Engineer contributes to the effective day-to-day operations and maintenance for two locations (40 Riverside and 10 Freedom Place) with a combined 171 studio, one and two bedroom units of affordable housing. Basic plumbing, wood working, painting and electrical work is required to maintain these spaces. The Engineer should be able to perform duties independently and as part of a team. He/she must also be able to interact with tenants, handle complaints and feedback appropriately and communicate tenant concerns in a timely way. 10 Freedom Place is currently under construction and is expected to have tenants move in, in September 2017. The Building Engineer will support the Building Director in startup operations at this location.</p> <p>Our residential buildings help to prevent and end homelessness by providing homes to low income individuals.</p> <p>ESSENTIAL DUTIES: Perform routine and preventative maintenance inspections daily and report on conditions Log and manage all work orders initiated during shift Ensure the building's power rooms ie: boiler, elevator rooms, electrical rooms, etc are kept in clean and safe conditions Perform regular and emergency electrical and plumbing repairs Maintain the building systems and apartment in compliance with all city and state regulatory agencies Assist housekeepers as needed Perform other related duties as assigned</p>	<p>The Building Engineer must be able to lift and move furniture, appliances, operate high speed machines and cleaning equipment, and stand for many hours at a stretch. Must be able to climb stairs in case of elevator failure.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Building Engineer	Breaking Ground formerly known as Common Ground is currently recruiting for a Building Engineer to join our team.	Minimum 3 years comparable work experience Experience operating power tools, basic knowledge of electric and plumbing Ability to lift and move furniture, appliances and stand for many hours at a time Ability to climb multiple flights of stairs if elevators fail High School Diploma, General Equivalency Diploma (GED) or Trade School Basic Computer skills required. Work with special-needs individuals preferred	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Bronx	<p>The Engineer is a part of the maintenance department that maintains the common areas and apartments for Park House, which consists of 248 studio, 1-, 2-, and 3-bedroom units of affordable housing, and our Webster Residence, which includes 170 low-income and supportive housing studio apartments... Examples of common areas include offices, multi-purpose rooms, roof deck, garden, trash collection area, lobby, fitness room and sidewalks. Basic plumbing, wood-working, painting, and electrical work is required to maintain these spaces. Our residential buildings help to prevent and end homelessness by providing a home to low-income individuals.</p> <p>Park House and the Webster Residence are both currently under construction and are expected to be completed by approximately May 2017 and January 2018, respectively. The Building Engineer will also support the Maintenance Supervisor and Assistant Director, Facilities and Security in startup operations for both locations.</p> <p>Breaking Ground's mission is to strengthen individuals, families and communities by developing and sustaining exceptional supportive and affordable housing as well as programs for homeless and other vulnerable New Yorkers.</p> <p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Perform routine and preventative maintenance/inspections daily and report on condition Log and manage all work orders initiated during shift Ensure that the building's power rooms i.e. boiler, elevator rooms, electrical rooms etc. are kept in clean and safe condition Perform regular and emergency electrical and plumbing repairs Maintain common areas and apartments in compliance with all city, and state regulatory agencies Assist Housekeepers as needed Performs other related duties as assigned</p>	<p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Facility Maint. Supervisor	The Facilities Maintenance Supervisor will oversee the day to day building operations including all functions/staff of the Maintenance Department. This position directly impacts the quality of life of all tenants by providing a structurally safe, exceptionally clean and highly maintained positive environment. He/she will develop a preventative maintenance plan, perform electrical, plumbing, mechanical and general carpentry work. He/she will assign tasks and supervise the building maintenance staff, coordinate inspections with tenants, supervisors, peers and related city agencies, and oversee maintenance of building systems through work orders, purchasing and building inspections. Ensure building maintains certificate of fitness. Must reside onsite and provide after-hours emergency coverage.	Minimum five years working in the building trades or related field Supervisory training, managerial training seminars Basic skills in plumbing , electrical work, carpentry and dry wall application High School Diploma, GED and or Trade School Certification Microsoft Word, Excel and some property management software i.e.. MRI Outlook Ability to read and understand design drawings. Ability to read and understand English	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES:</p> <p>Oversee day to day building functions incl: supervising maintenance & housekeeping, inspections, etc Manage building maintenance services and systems with contractors and supervisors Oversee work order system and unit turn over process Address tenant concerns about maintenance via meeting /or written notice Respond to emergency calls and rectify existing condition Respond to summons/violations city complaints and strategies to reduce violations/summons Assist in preparation of annual budget and maintaining budget for maintenance department Maintain inspection logs for standpipe/sprinkler, maintenance logs and all federal, state and city regulations Ensure building compliance with all building and health codes Performs other related duties as assigned</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Housekeeper	Breaking Ground (formerly known as Common Ground) is currently looking for a Housekeeper to join our team.	Comparable work experience. Working with elderly, disabled and/or formerly homeless population is a plus. Operation of vacuum cleaner, high speed buffer. High School Diploma or Trade School or its equivalent Basic computer skills required.	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Bronx	<p>The Housekeeper is a part of the Maintenance department that maintains the common areas of Park House, which consists of 248 studio, 1-, 2-, and 3-bedroom units of affordable housing, and the Webster Residence, which includes 170 low-income and supportive housing studio apartments. Examples of common areas include offices, multi-purpose rooms, roof deck, garden, trash collection area, lobby, fitness room and sidewalks. Tenant apartments will also be cleaned. The Housekeeper will also actively support the Facilities Maintenance Supervisor in startup operations for both locations. Our residential buildings help to prevent and end homelessness by providing a home to low-income and formerly homeless individuals.</p> <p>Park House and the Webster Residence are both currently under construction and are expected to be completed by approximately May 2017 and January 2018, respectively. The Housekeeper will also support the Maintenance Supervisor and Assistant Director, Facilities and Security in startup operations for both locations.</p> <p>Breaking Ground's mission is to strengthen individuals, families and communities by developing and sustaining exceptional supportive and affordable housing as well as programs for homeless and other vulnerable New Yorkers.</p> <p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Sweeping, mopping, washing, dusting and vacuuming Sealing, waxing and buffing of floors and hard surfaces Maintaining the sidewalks including raking leaves and shoveling snow Cleaning individual units when vacated to prepare them for rent up Sort and separate the recyclables from other waste to comply with NYC regulations Assist the painter and the maintenance engineer when assigned Performs other related duties as assigned</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Housekeeper Manhattan	<p>The Housekeeper is a part of the maintenance department that maintains the common areas of our residential buildings. Examples of common areas include offices, multi-purpose rooms, roof deck, garden, trash collection area, lobby, fitness room and sidewalks. Tenant apartments will also be cleaned. Our residential buildings help to end homelessness by providing a home to formerly homeless individuals.</p> <p>ESSENTIAL DUTIES:</p> <p>Sweep, mop, wash, dust, and vacuum Seal, wax, and buff floors and hard surfaces Maintain sidewalks, including sweeping, raking leaves, and shoveling snow Clean individual units when vacated or requested by work order Sort and package recyclables to comply with NYC regulations Operate compactor Set up and clean up for meetings and other events Assist painters, security engineers when assigned Perform work at other facilities as required Perform other related duties as assigned</p>	<p>EDUCATION: High School or Trade School Diploma, or its equivalent.</p> <p>SKILLS: Comparable work experience Operation of vacuum cleaner, high speed buffer Ability to lift and move furniture, appliances, etc. Ability to stand for several hours during shift and to climb stairs in the event of an emergency Experience working with special needs populations a plus</p> <p>COMPUTER SKILLS: Basic knowledge of using a computer is a plus, but is not required</p> <p>ADDITIONAL REQUIREMENTS: Must be able to work some weekends and holidays as required by schedule</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/18/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>
Breaking Ground -- SHA HR Department -- Aff.	Housekeeper Manhattan	<p>The Housekeeper is a part of the maintenance department that maintains the common areas of our residential buildings. Examples of common areas include offices, multi-purpose rooms, roof deck, garden, trash collection area, lobby, fitness room and sidewalks. Tenant apartments will also be cleaned. Our residential buildings help to end homelessness by providing a home to formerly homeless individuals.</p> <p>ESSENTIAL DUTIES:</p> <p>Sweep, mop, wash, dust, and vacuum Seal, wax, and buff floors and hard surfaces Maintain sidewalks, including sweeping, raking leaves, and shoveling snow Clean individual units when vacated or requested by work order Sort and package recyclables to comply with NYC regulations Operate compactor Set up and clean up for meetings and other events Assist painters and engineers when assigned Perform work at other facilities as required Perform other related duties as assigned</p>	<p>EDUCATION: High School or Trade School Diploma, or its equivalent.</p> <p>SKILLS: · Comparable work experience · Operation of vacuum cleaner, high speed buffer · Ability to lift and move furniture, appliances, etc. · Ability to stand for several hours during shift and to climb stairs in the event of an emergency · Experience working with special needs populations a plus</p> <p>COMPUTER SKILLS: Basic knowledge of using a computer is a plus, but is not required</p> <p>ADDITIONAL REQUIREMENTS: Must be able to work some weekends and holidays as required by schedule</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 8/21/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Housekeeper Brooklyn	<p>The Housekeeper is a part of the Maintenance department that maintains the common areas of our residential buildings. Examples of common areas include offices, multi-purpose rooms, roof deck, garden, trash collection area, lobby, fitness room and sidewalks. Tenant apartments will also be cleaned. Our residential buildings help to end homelessness by providing a home to formerly homeless individuals.</p> <p>ESSENTIAL DUTIES:</p> <p>Sweeping, mopping, washing, dusting and vacuuming Sealing, waxing and buffing of floors and hard surfaces Maintaining the sidewalks including raking leaves and shoveling snow Cleaning individual units when vacated to prepare them for rent up Sort and separate the recyclables from other waste to comply with NYC regulations Assist the painter and the maintenance engineer when assigned Other duties as assigned by management.</p>	<p>Comparable work experience. Working with elderly, disabled and/or formerly homeless population is a plus. Operation of vacuum cleaner, high speed buffer. High School Diploma or Trade School or its equivalent. Basic knowledge of a computer is a plus not required.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 6/26/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>
Breaking Ground -- SHA HR Department -- Aff.	Housekeeper (PT) Manhattan	<p>The Part Time Housekeeper is a part of the maintenance department that maintains the common areas of our residential buildings. Examples of common areas include offices, multi-purpose rooms, roof deck, garden, trash collection area, lobby, fitness room and sidewalks. Tenant apartments will also be cleaned. Our residential buildings help to end homelessness by providing a home to formerly homeless individuals.</p> <p>ESSENTIAL DUTIES:</p> <p>Sweep, mop, wash, dust, and vacuum Seal, wax, and buff floors and hard surfaces Maintain sidewalks, including sweeping, raking leaves, and shoveling snow Clean individual units when vacated or requested by work order Sort and package recyclables to comply with NYC regulations Operate compactor Set up and clean up for meetings and other events Assist painters, security engineers when assigned Perform work at other facilities as required Perform other related duties as assigned</p>	<p>High School or Trade School Diploma, or its equivalent. Comparable work experience Operation of vacuum cleaner, high speed buffer Ability to lift and move furniture, appliances, etc. Ability to stand for several hours during shift and to climb stairs in the event of an emergency Experience working with special needs populations a plus Basic knowledge of using a computer is a plus, but is not required</p> <p>Must be able to work some weekends and holidays as required by schedule.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/18/2017 Benefits: Unknown</p>	<p>FT/PT: PT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Office Manager	The Office Manager is responsible for bookkeeping, which includes but limited to petty cash, check requisitions and billing. Responsibilities also include scheduling, taking meeting notes, maintaining filing systems, writing letters & other correspondence, maintaining client data and other office support functions. The Office Manager is often an important point of contact for building clients; the person in this position must have exceptional interpersonal skills.	A minimum of two years related work experience Excellent organizational and interpersonal skills Must have the ability to work independently and as part of a team Able to work with a diverse/special needs population Able to handle multiple tasks simultaneously Must have exceptional written and verbal skills Experience working with homeless/formerly homeless populations preferred Bilingual Spanish/English preferred	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Brooklyn	<p>ESSENTIAL DUTIES:</p> <p>Direct/answer client questions Responsible for maintaining the petty cash, billing, check request and Metro cards Maintain facility and staff activity calendars Track vacations and attendance Maintain client data Keep an updated file of vendors, order and track supplies Maintain filing system, office supplies Answer phones, direct calls and messages Attend meetings and keep notes Coordinate events Performs other related duties as assigned</p>	<p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Porter	The Porter is a part of the Maintenance department that maintains the common areas of our residential buildings, completes repairs both in tenant apartments and throughout building and performs painting duties as needed. Examples of common areas include offices, multi-purpose rooms, roof deck, garden, trash collection area, lobby, fitness room and sidewalks. Tenant apartments will also be cleaned and prepared for turnover. Our residential buildings help to end homelessness by providing a home to formerly homeless individuals.	At least two years comparable work experience. Working with families, a disabled, and/or formerly homeless population is a plus. ·Hands on building trades training preferred ·Basic electrical, plumbing and painting skills. ·High School Diploma or GED and/or Trade School ·Familiarity with e-mail, online time clock a plus	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Bronx	<p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> ·Sweeping, mopping, washing, dusting and vacuuming ·Maintaining the sidewalks including sweeping, power washing and snow removal ·Cleaning individual units when vacated and preparing them for re-rental ·Sort and separate recyclables from other waste to comply with NYC regulations ·Assist the superintendent as assigned ·Perform repairs in tenant apartments and throughout building ·Perform painting as needed in apartment and common areas ·Conduct preventative maintenance inspections and routine upkeep on building systems ·Performs other related duties as assigned 	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Porter	The Porter is a part of the Maintenance department that maintains the common areas of our residential buildings, completes repairs both in tenant apartments and throughout building and performs painting duties as needed. Examples of common areas include offices, multi-purpose rooms, roof deck, garden, trash collection area, lobby, fitness room and sidewalks. Tenant apartments will also be cleaned and prepared for turnover. Our residential buildings help to end homelessness by providing a home to formerly homeless individuals.	Working with families, disabled and/or formerly homeless population is a plus Operation of vacuum cleaner, high speed buffer High School Diploma or Trade School or its equivalent Basic knowledge of a computer is a plus not required	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Bronx	<p>ESSENTIAL DUTIES:</p> <p>Sweeping, mopping, washing, dusting and vacuuming Sealing, waxing and buffing of floors and hard surfaces Maintaining the sidewalks including raking leaves and snow removal Cleaning individual units when vacated to prepare them for rent up Sort and separate the recyclables from other waste to comply with NYC regulations Assist the Superintendent when assigned Perform repairs in tenant apartments and throughout building Perform painting as needed in tenant apartment and common areas</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Reception/Asst. Office Manager	Responsible for serving as front desk receptionist for the 5th floor corporate office. This position will also manage correspondence and invoices as well as meet and greet visitors. The Receptionist/ Assistant Office Manager will maintain and replenish all office supplies for the 5th floor including break room, coffee machine, and mail room. The incumbent will work closely with the Human Resources team on all staff events and meetings.	Minimum two years of experience in administrative support or related position. Superior organizational and interpersonal skills. Must have the ability to work independently and as part of a team. Requires an ability to handle high priority tasks and support the internal and external customers. High School diploma or equivalent. Must have strong Outlook, Word and Excel skills	Posted: 7/24/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Answer central telephone system and direct calls accordingly</p> <p>Receive Breaking Ground guests and answer questions, in person and by telephone; responds to inquiries from employees and others and refers to the appropriate person or department when necessary</p> <p>Compose, type, and edit correspondences, reports, memoranda and other material</p> <p>Assist guests with the use of department facilities</p> <p>Manage all supplies and replenishment for the 5th floor. This includes general office supplies, break room, mail room and restroom</p> <p>Manage all invoices and payments for supplies, mail room, messenger device, and others as requested</p> <p>Manage messenger service p/u and delivery</p> <p>Distribute all mail, manage mail machine.</p> <p>Responsible for the upkeep of the mail room to include adequate supplies and copy paper</p> <p>Notify the HR Specialist regarding all maintenance concerns for the 5th floor, which includes new light bulbs, AC, carpet, etc.</p> <p>Work with HR team on companywide events and meetings</p> <p>Special projects and other assignments as needed</p>	<p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA ----- HR Department -- Aff.	Rent Administrator ----- Manhattan	<p>The Rent Administrator (RA) is responsible for handling all aspects of rent administration in Breaking Ground's Scatter Site permanent housing program. With nearly 200 apartments located throughout the city, BG houses formerly chronically homeless individuals and provides robust social services to support each person in their permanent housing setting. This program embraces a housing first and harm reduction philosophy.</p> <p>The rent administrator is responsible for managing and maximizing rent collection, tracking, and reporting for program participants. This position will respond to tenant questions and concerns about rent and work closely with program participants to ensure that rent is paid in full each month. He/she will maintain accurate and timely rent records for tenants and develop effective strategies as part of an interdisciplinary team with BG social services staff to address and resolve tenant rent issues. The RA will assist with all financial matters related to tenant accounts including extra charges, utility bills, etc.</p> <p>Breaking Ground's mission is to strengthen individuals, families and communities by developing and sustaining exceptional supportive and affordable housing as well as programs for homeless and other vulnerable New Yorkers.</p> <p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> • Process rent payments, scan checks, and post batches in accordance with Breaking Ground best practices and rent administration policies • Prepare weekly reports of tenants' rent status, reason for arrears, due dates for all tenants in payment plans, current court or stipulation status, Public Assistance arrears, and contact made with the individual regarding rent issues • Participate in meetings with tenants to provide residency letters, answer rent related questions and pursue arrears; involve supervisor around difficult situations • Participate in periodic meetings with BG social services staff to discuss current tenant issues such as rent arrears situations, strategize around follow-up, and coordinate payment plans • Prepare legal documents, including Five Day Demand notices, review monthly legal bills, notify outside counsel regarding non- 	Experience working with special needs individuals; Familiarity with rent, accounting, or banking preferred <ul style="list-style-type: none"> • Trained in Low Income Housing Tax Credit (LIHTC) preferred • Superior organization, analytical, and interpersonal skills • Ability to handle multiple high priority tasks simultaneously • Current and active New York Notary preferred • Ability to communicate in Spanish preferred • Associates degree or equivalent experience • Proficiency with Microsoft Office suite and databases 	Posted: 9/18/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		<p>payment legal action, and make court appearances, when necessary</p> <ul style="list-style-type: none"> • Review and submit tenant rent changes, including those changes that result from annual recertification and/or affect rent subsidies, and generate lease renewals in accordance with federal and city regulations • Assist staff in the tenant move-out process by preparing surrender agreements, scheduling the move-out in resident management software, and communicating any change in surrender date • Support Operations Manager in annual tenant income recertification process. • Performs other related duties as assigned 				
<p>Breaking Ground -- SHA</p> <p>— — — — —</p> <p>HR Department -- Aff.</p>	<p>Residential Aide</p> <p>— — — — —</p> <p>Bronx</p>	<p>The Residential Aide will assist in ensuring effective front office operation of the facility. Clerical duties may be assigned in accordance with the office procedures of the program. Maintain program stability by providing support, assistance, and monitoring of the premises.</p> <p>ESSENTIAL DUTIES:</p> <p>Monitoring of residents; making hourly rounds with security wand, and maintaining a safe, stable housing environment Provide residents with access to their medication Answer telephone calls, direct calls, take messages, answer questions, and provide information Reporting and documentation of incidents, crisis intervention , communicating with On-call management team Record keeping including documentation of daily attendance, shift report, bed count, visitors, writing progress notes as needed, etc Greet persons entering establishment, determine nature and purpose of visit, and direct or escort them to specific destinations. Circulate among residents, visitors, or employees to preserve order and protect property Urine Drug Screen (UDS) collection/assignment, complete property and room searches as needed, and distribute mail Screen residents and visitors and packages to prevent passage of prohibited articles into residence Use company vehicle to transport residents to and from appointments in the community and as directed by program management. Perform other related duties as assigned.</p>	<p>Two to four years related experience Proficiency with Microsoft Office Suite High School Diploma or General Education Degree (GED), Associates degree preferred Experience CPR and First Aid certifications a plus Valid New York State Driver's License or equivalent Experience working with homeless population and with Veterans helpful.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 6/26/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email:</p> <p>jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	ADL Specialist	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for an ADL SPECIALIST at the Delta Manor shelter in the Bronx. The program serves 101 homeless men with serious mental illness. Please note that the Delta Manor is a 5 story walk building with no elevator and all candidates must be able to easily transport using the stairs.	ADL Specialist 1- High school diploma and 2 years experience · ADL Specialist 2 – Bachelor's Degree or HS Diploma or equivalent and 4 years relevant experience. · ADL Specialist 3 - BSW and 1 year relevant experience (excluding fieldwork) or Bachelor's degree and 2 years relevant experience or HS diploma or equivalent and 6 years relevant experience. · For applicants without college degrees, every 30 credits can be substituted for 1 year of experience. · Bilingual English/Spanish preferred, but not required. · Strong written and verbal communications skills · Computer literacy required Demonstrated ability to provide services to clients with psychiatric and medical disabilities and with issues of substance abuse. Ability to work effectively as part of a team. · Please be advised that you must upload your cover letter and resume in one document. · Applicants will only be considered for positions they apply for.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Bronx	The ADL specialist is responsible for working with an shelter residents on daily living skills to prepare clients to obtain and maintain housing; help clients live full and satisfying lives in the community; assist with intake and move outs; help their team and program to function well and meet their contractual obligations including achieving contracted housing placement goals; and striving, as appropriate to their role, to fulfill the CUCS programs' core purpose, core values and vision statements.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Asst. Facility Manager	The Center for Urban Community Services (CUCS), a national leader in the development of effective housing and service initiatives for homeless people, invites applications for an Assistant Facility Manager. CUCS is a leader in implementing new practices, sharing knowledge and assisting in shaping local, state and national strategies, so that persons who are homeless, low-income, living with mental illness, or have other special needs can live successfully in the community.	HS Diploma or Equivalent Computer literacy Minimum of 3 years experience and possess certifications in low pressure boilers, interior fire alarm systems, sprinkler and standpipe systems and fire safety coordination. General skills in plumbing, electrical, carpentry, locksmith, building maintenance, and mechanical operating systems.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Citywide	<p>The Assistant Facility Manager is expected to understand and demonstrate a commitment to support the mission CUCS. The Assistant Facility Manager will ensure that the goals and quality of the programs are supported by excellent non clinical services and safe, well maintained facilities.</p> <p>RESPONSIBILITIES:</p> <p>Ensure that all programs comply with regulations related to the operation of the facilities including, but not limited to the rules and regulations of the NYC Department of Homeless Services, the NYC Department of Health, the NYC Fire Department, the NYC Department of Buildings, the NYC Department of Sanitation, the New York State Organization of Mental Health, and the New York State Department of Social Services.</p> <p>The ability to work closely with supervisory staff to ensure the effective integration and coordination of all facility related activities. Establish, monitor and respond to problems with non clinical subcontracts and outside vendors.</p> <p>Help oversee the purchase of equipment, building supplies and materials. Assist with budget management related to facility operations. Oversee the development and maintenance of inventory controls. Perform or oversee repairs and renovations of in-house related issues with staff and/or outside contractors. Participate in program evaluation and development efforts with senior staff. Assist in maintaining productive relations with the community; attend weekly client community meetings. Perform the duties of the Fire Safety Coordinator, and conduct regularly scheduled fire drills. Maintain logs and submit monthly reports on</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
fire safety, regulatory compliance, operating systems, inventory control.						
Center for Urban Community Services -- SHA	Case Manager	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for Case Manager positions at the Hegeman, a newly constructed 161 unit permanent supportive housing residence located in Brooklyn, for low income tenants, many of whom will have histories of mental illness, homelessness, and substance abuse. The building is expected to receive a LEED (Leadership in Energy and Environmental Safety Design) rating and will include a 24/7 attended lobby, a community garden, a computer room, and a fitness room.	The Case Manager's responsibilities will include case management and clinical services, engagement, outreach, psycho-education, coordination of care, ongoing individual counseling, advocacy, as well as complete documentation of these services. The case manager will participate and contribute to a program culture that is client-centered, outcome-oriented and dedicated to continuous quality improvement.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Bronx	CUCS will provide comprehensive on-site social services using a recovery orientation, which will include the implementation of evidence based practices such as Supported Employment, Motivational Interviewing, and Wellness Self Management	Requirements: Case Manager 2 – Bachelor's Degree or HS Diploma and 4 years relevant experience. Case Manager 3 – Bachelor's Degree and 2 years relevant experience or BSW and 1 year relevant experience or HS Diploma and 6 years relevant experience. Note: for every 30 college credits earned, 1 year of experience may ne reduced from the requirement for applicants with HS diplomas. Good verbal and written communication skills Computer literacy required Bilingual Spanish / English preferred Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Case Manager	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Case Management position at the Times Square. The Times Square is the largest supportive housing residence in the US and provides permanent affordable housing and supportive services for 652 low-income and formerly homeless individuals including many with a history of substance abuse, physical and psychiatric disabilities and HIV.	Case Manager 2 – Bachelor's Degree or HS Diploma or equivalent and 4 years relevant experience. Case Manager 3 - BSW and 1 year relevant experience (excluding fieldwork) or Bachelor's degree and 2 years relevant experience or HS diploma or equivalent and 6 years relevant experience. For applicants without college degrees, every 30 credits can be substituted for 1 year of experience. Bilingual English/Spanish preferred, but not required. Strong written and verbal communications skills Computer literacy required	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan	Description: The Case Manager is responsible for a caseload of 28-32 clients. The job comprises a full range of direct services to clients with particular emphasis on mental health, physical health and substance abuse services. Services may also include money management, coordination of care, medication management, on- going individual counseling, and complete documentation of these services. Additional responsibilities include involvement in evidence based practices such as Supported Employment and Motivational Interviewing. The Case Manager will participate and contribute to a program culture that is client-centered, outcome-oriented and dedicated to continuous quality improvement.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA -- -- -- -- -- CUCS -- SHA	Case Manager -- -- -- -- -- Manhattan	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Case Management position at the Times Square. The Times Square is the largest supportive housing residence in the US and provides permanent affordable housing and supportive services for 652 low-income and formerly homeless individuals including many with a history of substance abuse, physical and psychiatric disabilities and HIV. Description: The Case Manager is responsible for a caseload of 28-32 clients. The job comprises a full range of direct services to clients with particular emphasis on mental health, physical health and substance abuse services. Services may also include money management, coordination of care, medication management, on-going individual counseling, and complete documentation of these services. Additional responsibilities include involvement in evidence based practices such as Supported Employment and Motivational Interviewing. The Case Manager will participate and contribute to a program culture that is client-centered, outcome-oriented and dedicated to continuous quality improvement.	Case Manager 1- High school diploma and 2 years experience ·Case Manager 2 – Bachelor's Degree or HS Diploma or equivalent and 4 years relevant experience. ·Case Manager 3 - BSW and 1 year relevant experience (excluding fieldwork) or Bachelor's degree and 2 years relevant experience or HS diploma or equivalent and 6 years relevant experience. ·For applicants without college degrees, every 30 credits can be substituted for 1 year of experience. ·Bilingual English/Spanish preferred, but not required. ·Strong written and verbal communications skills ·Computer literacy required	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Case Manager	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people invites applications for an Social Worker position at the Lenniger Residences, a 91 unit supportive housing program for low income and formerly homeless individuals and families located in the East Tremont section of the Bronx. The population served includes individuals with histories of substance abuse and mental illness. The program provides training in evidence based practices including Motivational Interviewing, Wellness Self-Management and Behavioral Treatment for Substance Abuse for People with Serious Mental Illness. Services provided include case management, mental health services and person centered service planning.	Experience and Education Required: · BSW and 1 year of relevant work experience · BA and 2 Years of relevant work experience · High School Diploma or equivalent and 6 years of relevant work experience · For applicants without a college degree, every 30 credits can be substituted for 1 year of experience. · Demonstrated ability to provide services to clients with psychiatric and medical disabilities and with issues of substance abuse. · Computer literacy, excellent writing and verbal communication skills are required. · Bilingual English/Spanish preferred, but not required · Ability to work effectively as part of a core services team	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Bronx	The Case Manager will carry a caseload of 17-23 primary leaseholders and provide case management as well as person centered clinical services including but not limited to entitlements assistance, counselling, advocacy, referrals and information, crisis intervention, engagement, monitoring, regular outreach, psycho-education, escorting to various appointments within the community, and coordination of care with outside service providers. The Case Manager is expected to help clients to build full and satisfying lives in the community by achieving goals that are meaningful to them.	Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA -- -- -- -- -- CUCS -- SHA	Fitness Instructor -- -- -- -- -- Bronx	<p>The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Fitness Instructor position for the Lenniger and Sydelle Residences. Part of the amenities package for residents is an on-site gym with several cardio and weight exercise machines. Additional space is available for other types of basic fitness instruction and activities. The Lenniger and Sydelle are multi-unit supportive housing residences located in the East Tremont section of the Bronx. These residences are designed for low income individuals and families, many of whom have a history of mental illness, homelessness, and/or substance abuse.</p> <p>The Fitness Instructor will be principally responsible for providing introductory instruction to the tenants regarding the use of the equipment. Also, developing and providing individual fitness counseling and maintaining documentation of participants each week.</p> <p>Schedule: This position is 10-12 hours per week with a flexible Monday-Friday work week. Each separate site is allocated different hour amounts that must be met, and add collectively to 10-12 hrs/week.</p>	<p>Bachelor's degree related field preferred; High School Diploma or GED required. 1 year direct service experience with indicated population CPR certified and ACE certification or equivalent required Demonstrated ability to serve a special needs population such as the homeless and/or mentally ill. Related experience and knowledge of designated therapeutic activities Good verbal and written communication skills Computer literacy Bilingual Spanish/English preferred Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.</p>	<p>Posted: 9/5/2017 Benefits: Unknown</p>	<p>FT/PT: PT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Priscilla Rojas Email:</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Office Manager	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people invites application for a full time Office Manager at the Career Network Program. The population served includes individuals with histories of substance abuse, serve mental illness, HIV/AIDS and Homelessness. The Career Network provides Supported Employment Services to individuals seeking to reenter the workforce.	High School Diploma or equivalent <ul style="list-style-type: none"> • Bachelor's degree preferred • 3 years relevant experience • Excellent Computer Skills including database experience • Proficient in Excel • Strong organizational skills and attention to detail • Good written and verbal communications skills • Ability to multi-task 	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan	The Office Manager is responsible for ensuring the effective operation of the data management and administrative support activities for the program. This position is based at the Career Network's administrative office located in the Prince George at 14 East 28th Street. The Office manager is expected to work closely with the Program Director, Assistant Program Director and Special Assistant to ensure that these activities effectively support the overall operation of the program. This position has significant data management component. The Office manager is required to enter and manage in various proprietary data systems as required by program funders, manage internal tracking systems for reporting outcomes and program performance and reconcile data for Medicaid managed care billing. This position will require communication with various managed care organizations and other collateral providers in the community.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Office Manager	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for an Office Manager position at the CUCS' Harlem Transitional Services. HTS' Kelly Transitional Living Community is a 40- bed residence. It provides chronically street homeless individuals with mental illness and/or substance abuse assistance in obtaining and maintaining permanent housing. The Housing First/Harm Reduction Model is used to engage people who otherwise may not accept services. A multidisciplinary staff works collaboratively with the residents on their recovery, and housing goals. Staff receives extensive training in Evidence Based Practices including Motivational Interviewing, Wellness Self-Management and Behavioral Treatment Interventions for substance abuse.	High School Diploma or equivalent 3 years relevant experience Strong word-processing skills including extensive experience with MS Word Good spreadsheet skills Good interpersonal and organizational skills Good written and verbal communications skills Ability to multi-task Bachelor's degree preferred Supervisory experience preferred Knowledge of Local Area Network (LAN) and Wide Area Network (WAN) a plus Database experience a plus	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Manhattan	The Office Manager is responsible for ensuring the effective operation of all of the administrative support activities at the site. The Office Manager is expected to work closely with the Program Director to ensure that these activities effectively support the overall operation of the program. This individual must possess a good knowledge of office procedures and the ability to identify and address operational problems. The Office Manager is expected to exercise initiative and judgment and provide support and guidance to all administrative support staff.				
Center for Urban Community Services -- SHA	Overnight Case Manager	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Case Manager position at the CUCS' Harlem Transitional Services. HTS' Kelly Transitional Living Community is a 40- bed residence. It provides chronically street homeless individuals with mental illness and/or substance abuse assistance in obtaining and maintaining permanent housing. The Housing First/Harm Reduction Model is used to engage people who otherwise may not accept services. A multidisciplinary staff works collaboratively with the residents on their recovery, and housing goals. Staff receives extensive training in Evidence Based Practices including Motivational Interviewing, Wellness Self-Management and Behavioral Treatment Interventions for substance abuse.	Resp: The Overnight Case Manager will support the consumer through the housing placement process which includes helping the consumers secure entitlements and work towards psychiatric stability, providing Assistance with Self Administration of Medications, coaching consumers on interview skills, and providing follow-up as is needed to the program residents. Requirements: For CM 1: High School Diploma and 2 years experience. CM2: 2 years as CM 1 or, Bachelor's Degree, or BSW, or, HS Diploma and 4 years relevant experience. For CM 3: 2 years as CM 2, or, Bachelor's Degree or BSW, and 1 year relevant experience, or, HS Diploma and 6 years relevant experience. Note: For every 30 college credits earned, 1 year of experience may be reduced from the requirement for applicants with HS diplomas.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Overnight Front Desk Attendant	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Case Manager position at the CUCS' Harlem Transitional Services. HTS' Kelly Transitional Living Community is a 40- bed residence. It provides chronically street homeless individuals with mental illness and/or substance abuse assistance in obtaining and maintaining permanent housing. The Housing First/Harm Reduction Model is used to engage people who otherwise may not accept services. A multidisciplinary staff works collaboratively with the residents on their recovery, and housing goals. Staff receives extensive training in Evidence Based Practices including Motivational Interviewing, Wellness Self-Management and Behavioral Treatment Interventions for substance abuse.	Resp: The Overnight Front Desk Attendant will monitor the front door, answer telephones, escort clients to appointments, work with clients on activities of daily living, monitor alarm and safety systems and log in medication. Reqs: GED or High School Diploma. Experience with population preferred. Bilingual Spanish preferred. Note: Hours for this position are 11pm-7am.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Manhattan					
Center for Urban Community Services -- SHA	PD Front Desk Attendant	The Center for Urban Community Services(CUCS), a national leader in the development of effective housing and service initiatives for homeless people, invites applications for Per Diem Front Desk Attendant positions at the CUCS' Harlem Transitional Services(HTS). HTS' Kelly Transitional Living Community is a 40- bed residence. It provides chronically street homeless individuals with mental illness and/or substance abuse assistance in obtaining and maintaining permanent housing. The Housing First/Harm Reduction Model is used to engage people who otherwise may not accept services. A multidisciplinary staff works collaboratively with the residents on their recovery, and housing goals. Staff receive extensive training in Evidence Based Practices including Motivational Interviewing, Wellness Self-Management and Behavioral Treatment Interventions for substance abuse. CANDIDATE MUST BE AVAILABLE FOR EVENING AND OVERNIGHT SHIFTS	GED or High School Diploma. Experience with population preferred. Bilingual Spanish preferred. Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: PT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Manhattan					
		Responsibilities: The Per Diem Front Desk Attendant will monitor the front door, answer telephones, escort clients to appointments, work with clients on activities of daily living, monitor alarm and safety systems and log in medication.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA -- -- CUCS -- SHA -- --	PD Outreach Worker -- -- -- -- -- Manhattan	<p>The Center for Urban Community Services (CUCS) is a national leader in the development of effective housing and service initiatives. As a part of the city funded Manhattan Outreach Consortium (MOC) for the last ten years, CUCS has operated an outreach and housing placement program for people living on the streets of its assigned catchment area, 110th Street to the northern tip of Manhattan; and provided psychiatric and medical services (through its affiliate, Janian Medical Care), staff training, and IT support for all of the MOC programs. MOC is an innovative street outreach and housing placement program for people who are chronically homeless and living on the streets of Manhattan. In addition to CUCS, Breaking Ground operates a MOC outreach program in midtown Manhattan, and Goddard Riverside Community Center serves as the MOC's lead agency and operates two outreach programs covering the remainder of Manhattan. Since the MOC began in September 2007, it has placed 1750 people into permanent housing, much of that do to CUCS' very strong outreach, psychiatric, medical, training, and IT staff.</p> <p>The city recently rebid the outreach contracts for each of the boroughs in the city, and selected CUCS as the winning bidder for Manhattan. The new contract will begin on July 1, 2017. In order to achieve even greater results, the three MOC organizations have agreed to restructure their operations in the following ways: CUCS will serve as the MOC's lead agency, each of the agencies will provide the overnight and weekend outreach services for their assigned catchment area, and the catchment area boundaries will be adjusted to better align staff resources with the number of homeless people in the area.</p> <p>Because of this, CUCS will be taking on new MOC leadership and overnight and weekend outreach responsibilities, and therefore adding the following positions to its current operations: a MOC Director; Deputy Director; Housing Analyst; Evening Supervisor; and evening, overnight, and weekend outreach staff.</p> <p>Evening, Overnight and Weekend Per Diem Outreach Worker</p> <p>Responsibilities: The Per Diem Outreach Workers will be responsible for responding to 311 calls from the community regarding homeless individuals, checking on clients in</p>	<p>Must have valid driver's license Must be able to work effectively as part of a team. Relevant experience working with the homeless population preferred. Computer literacy, especially in regards to Microsoft Excel, Outlook, and Word Educational requirements include a minimum of a Bachelor's Degree and 2 years relevant experience, OR, HS Diploma and 4 years experience. For every 30 college credits earned, 1 year of experience may be reduced from the requirement for applicants with HS diplomas. Applicants with Spanish language proficiency preferred</p>	<p>Posted: 9/5/2017 Benefits: Unknown</p>	<p>FT/PT: PT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Priscilla Rojas Email:</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		<p>weather related emergencies, as well as generally engaging with clients sleeping on the street. They will utilize a harm reduction approach emphasizing meeting clients "where they are at" without judgment or coercion. The Per Diem Outreach Workers will work with a diverse range of clients including substance users, people with mental illnesses, and people involved with the criminal justice system. They will be expected to work one-two evening and overnight shifts from Friday-Sunday and some Holidays. They will work within an interdisciplinary team focusing on moving people off the streets of Upper Manhattan into permanent housing and successfully reintegrating into their communities.</p> <p>As a 24-hour site, staff must be flexible in working other shifts, in cases of emergency, to maintain an adequate staffing structure at all times.</p>				
Center for Urban Community Services -- SHA	Per Diem Case Manager	<p>The Center for Urban Community Service(CUCS), a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Per Diem Case Manager position at the CUCS' Harlem Transitional Services(HTS). HTS' Kelly Transitional Living Community is a 40- bed residence. It provides chronically street homeless individuals with mental illness and/or substance abuse assistance in obtaining and maintaining permanent housing. The Housing First/Harm Reduction Model is used to engage people who otherwise may not accept services. A multidisciplinary staff works collaboratively with the residents on their recovery, and housing goals. Staff receive extensive training in Evidence Based Practices including Motivational Interviewing, Wellness Self-Management and Behavioral Treatment Interventions for substance abuse.</p> <p>Responsibilities: Duties include monitoring medication, addressing the clinical needs of the residents, ensuring the safety of the facility.</p>	<p>Bachelor's Degree or HS Diploma and 4 years relevant experience. Note: For every 30 college credits earned, 1 year of experience may be reduced from the requirement for applicants with HS diplomas</p> <p>Good verbal and written communication skills</p> <p>Computer literacy</p> <p>Bilingual Spanish/English preferred</p>	<p>Posted: 8/7/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Priscilla Rojas</p> <p>Email:</p>
CUCS -- SHA	Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA — — — — — CUCS -- SHA	Per Diem Case Manager — — — — — Manhattan	<p>The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Per Diem Case Manager position at the Prince George, a 416 unit supportive housing residence for low income tenants, many of whom have history of mental illness, homelessness, substance abuse, and/or HIV/AIDS.</p> <p>Responsibilities:</p> <p>The Per Diem Case Manager's primary responsibility is to provide direct clinical services in situations when the service recipient's primary worker is not on site, which includes: outreach to tenants; co-facilitate organized activities; crisis intervention and providing general case management assistance as needed; completing progress notes and all required documentation in a timely fashion; consistently adhere to agency's standards. Adjust to new assignments and changing priorities and work loads as required.</p> <p>Schedule: Alternate weekends, Friday evenings 4:30pm – 9pm & Saturday 11am – 5pm. Per Diem schedule may include some holidays. Friday arrival time can be negotiated for otherwise strong candidates.</p>	<p>High School Diploma with one (1) year direct practice experience in direct service. A Bachelor's degree may substitute for one year experience.</p> <p>Related experience working with mentally ill or homeless individuals is strongly preferred</p> <p>Good verbal and written communication skills and computer literacy.</p> <p>Bilingual Spanish/English preferred.</p> <p>Must have good interpersonal skills.</p>	<p>Posted: 8/7/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: PT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Priscilla Rojas</p> <p>Email:</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA CUCS -- SHA	Per Diem Case Manager Brooklyn	<p>The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Per Diem Case Manager position at the Hegeman, a 160 unit permanent supportive housing residence located in Brownsville, Brooklyn, for low income tenants, many of whom have histories of mental illness, homelessness, and substance abuse. The building has a LEED (Leadership in Energy and Environmental Safety Design) silver rating and includes a 24/7 attended lobby, a community garden, a computer room, and a fitness room.</p> <p>CUCS provides comprehensive on-site social services using a recovery orientation, which includes the implementation of evidence based practices such as Supported Employment, Motivational Interviewing, and Wellness Self Management.</p> <p>Responsibilities include provision of clinical services, outreach to tenants; facilitating organized classes and activities; crisis intervention and providing general assistance as needed.</p> <p>Schedule: Friday evenings 4pm – 7pm & Saturday 10am – 3pm, alternate weekends.</p>	<p>High School diploma; one-year direct practice experience in mental health and/or Substance Abuse Treatment. Related experience working with mentally ill or homeless individuals is strongly preferred, good verbal and written communications skills; computer literacy. A Bachelors Degree may substitute for one-year experience. Bilingual Spanish/English preferred.</p> <p>Schedule: Friday evenings 4pm – 7pm & Saturday 10am – 4pm, alternate weekends.</p> <p>Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.</p>	<p>Posted: 7/10/2017 Benefits: Unknown</p>	<p>FT/PT: PT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Priscilla Rojas Email:</p>
Center for Urban Community Services -- SHA CUCS -- SHA	Reentry Coordination Liaison Manhattan	<p>The CUCS' Housing Resource Center (HRC) is seeking a Reentry Coordination Liaison. HRC offers technical assistance, training, housing referral assistance, and mental health services information and is actively involved in developing and improving supportive housing initiatives in New York City and across the nation.</p> <p>Responsibilities: The Reentry Coordination Liaison is responsible for coordinating the forensic housing resources from referral to housing placement including reviewing supportive housing applications, scheduling and facilitating video teleconference housing interviews, consulting with referring OMH pre-release coordinators across NYS prisons and participating in case planning meetings.</p> <p>Additional responsibilities may include providing coverage for other units within the Reentry Coordination System including but not limited to coordinating referrals to Care Coordination / ACT and community-based mental health outpatient treatment, as well as providing training / technical assistance.</p>	<p>High School Diploma with four years relevant work experience, or Bachelor's degree with two years relevant work experience in related field Experience with Forensic SMI population preferred Strong clinical, organizational, and interpersonal skills Strong knowledge and experience with community mental health services including supportive housing, care coordination and ACT, and outpatient services Excellent verbal and written communication skills. Good computer literacy skills with database knowledge preferred English/Spanish Bilingual preferred</p>	<p>Posted: 8/7/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Priscilla Rojas Email:</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	ACT Program Assistant	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; Minimum of high school diploma or equivalent, Bachelor's Degree preferred; Previous administrative experience, preferably in a behavioral health or human services program setting, Medicaid and/or Managed Care billing experience preferred; Exceptional communication skills; Excellent diplomacy, poise and social skills applicable to working with participants facing crises and stress; Must maintain confidentiality and have the ability to exercise a high level of judgment/discretion; Demonstrated experience creating and maintaining efficient administrative and operational systems; Knowledge of electronic health records, AWARDS preferred; Proficiency in MS Word, Excel, PowerPoint; Bilingual Spanish-speaking, preferred ; Must be fingerprinted and cleared by the New York State Justice Center	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates for the position of: ACT Program Assistant to work at our Third Avenue, Bronx location.</p> <p>Position is full-time, 40 hours per week; salary is commensurate with experience.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate to deliver comprehensive, integrated and flexible services that are responsive to a</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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		<p>participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview The ACT Program Assistant provides administrative support, Medicaid billing support, and manages requests and needs for service by triaging calls and coordinating communication between the team and participants. The Program Assistant establishes systems for organizing participant and program data; Establish protocols for office activities reflecting program needs consistent with agency operations; Maintain medical records and electronic data ensuring compliance with NYS OMH, Medicaid, NYC DOHMH and other participating government and non-government entities; Assist team with AWARDS data entry, updating and maintaining information; Assist with documentation and tracking of Health Home enrollment, HARP and HCBS eligibility. Participate in morning meetings and communicate scheduling, program information and participant priorities as needed ; Responsible for all program-related billing functions, including participant health insurance issues.</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	BUILDING SUPERINTENDENT	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have: a high school diploma or equivalent; at least two (2) years training or three (3) years works experience in related trade; at least one (1) year supervisory experience; experience in one or more of the following fields: carpentry, electrical, plumbing, masonry, etc.; working knowledge of equipment installation and repair, to include HVAC systems; the ability to operate and maintain appropriate machines such as floor buffer, trash compactor, snow blowers, etc.; ability to regularly lift and carry items which weigh up to 100 lbs. Must possess and maintain current Certificate of Fitness for Fire Alarm Systems; additional Certificates of Fitness may be required.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Unknown	<p>We are currently seeking qualified candidates for the position of BUILDING SUPERINTENDENT (Live in) to work in our housing program</p> <p>This is a full-time, live-in position with an hourly pay rate of \$13.50, plus an excellent benefits package.</p> <p>Position Overview: The primary goal of the Building Superintendent is to provide a safe and adequate living/working environment for the tenants and assigned staff. The Building Superintendent is responsible for the daily maintenance, repairs, and building code compliance as it relates to local, state, federal requirements and agency policies and procedures. The essential functions for this position include: maintaining the overall building as it relates to heating, hot water, and ventilation systems and sewer drains and traps; performing minor repairs; and maintaining records/logs.</p>	<p>Spanish-speaking candidates are strongly encouraged to apply.</p> <p>Interested candidates should apply online at www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	FRONT DESK RECEPTIONIST	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have minimum of a high school diploma or equivalent; previous customer service experience, preferred; ability to interact with people in a professional and courteous manner; possess appropriate telephone manner; must be fingerprinted and cleared by the New York State Justice Center; possess strong written and oral communication skills; must be able to pass test FDNY tests for certifications that may be required at particular sites (e.g., fire guard certificate, certificate of fitness for fire alarm panels) within three tries (if applicable); must be able to climb stairs as needed.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Citywide	<p>We are currently seeking qualified candidates for the position of FRONT DESK RECEPTIONIST to work in our housing program, at locations in Brooklyn, Bronx and Manhattan.</p> <p>We have multiple per diem and full-time positions. Hourly pay rate is \$11.00 (per diem) and \$11.75 (full-time).</p> <p>Position Overview: The Front Desk Receptionist is expected to interact with tenants, guests and staff in a professional and courteous manner, while monitoring the safety of the tenants and the building. This includes greeting tenants and guests in professional, courteous and hospitable manner; monitoring the safety and security of building and its tenants and reporting any problems if necessary; monitoring the proper functioning of building systems and notifying the superintendent if necessary; answer telephones, take messages, and provide routine information about Community Access; prepare work orders for repair and maintenance problems reported by tenants or observed during shift, etc.</p>	<p>Bilingual candidates are encouraged to apply.</p> <p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	HARM REDUCTION SPECIALIST	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have three to five years of experience working with substance use and psychiatric disabilities; possess a thorough understanding of harm reduction; have a commitment to recovery oriented practice; must be fingerprinted and cleared by the NYS Justice Center; have a minimum of a high school diploma or equivalent (GED) – Bachelor's degree, preferred ; ability to climb several flights of stairs and travel via public transportation.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week:	Name: HR Dept. Email:
Community Access -- SSA	Citywide	<p>We are currently seeking qualified candidates for the position of HARM REDUCTION SPECIALIST to work at our housing programs located in Manhattan and the Bronx.</p> <p>This is a full-time position; starting annual salary is 40k, plus an excellent benefits package.</p> <p>Position Overview: The Harm Reduction Specialist provides engagement and support services, particularly to program participants around drug and alcohol use, sexual health, and self-harm, using a harm reduction model. The emphasis is on meeting individuals "where they are at" and providing non-judgmental, non-coercive services and resources to individuals. In addition, the Harm Reduction Specialist provides consultation, training, and support to program staff in their work with program participants engaging in behaviors perceived to be risky. The intention is that the Harm Reduction Specialist will be a leader in forwarding Community Access' commitment to providing services using a harm reduction model.</p>	<p>Spanish-speaking candidates are strongly encouraged to apply.</p> <p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>		Salary: Pay/Hr:	

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	HOUSING COUNSELOR	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have a minimum of a high school diploma or equivalent (GED); ability to interact with people in a professional and courteous manner; previous experience in customer service and/or residential services, preferred; must be fingerprinted and cleared by the NYS Justice Center; be skilled in conflict mediation/negotiation and have a pro-active approach to problem solving; excellent oral and written communication skills; ability to utilize various computer programs, specifically Microsoft Word and Excel; be creative and flexible.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Citywide	<p>We are currently seeking qualified candidates for the position of HOUSING COUNSELOR to work in our housing program, with locations in Manhattan and Bronx.</p> <p>Per-diem and full-time openings available, scheduled as needed – pay rate of \$12.50 per hour.</p> <p>Position Overview The CR/SRO program provides extended-stay affordable supportive housing and a range of programmatic services to tenants who are referred by the NYS Office of Mental Health from their transitional programs of state psychiatric hospitals. In addition to psychiatric disabilities, these residents may have histories of substance use. Each resident has a lease, pays monthly rents/fees, and is expected to move to more independent housing. The housing counselor has the primary objective to oversee the supervised community residence during off hours in the following areas: physical plant safety and security, medication monitoring, crisis intervention, and skills training. Some of the essential job functions include, but are not limited to: providing accurate documentation of activity in house and observe and document residents' behavior; provide crisis management and interventions, as needed; provide hands on help, teach and train residents in meal preparation and clean-up; provide close observation and record keeping of residents taking their medications; ensure medications are stored and secured safely; and perform administrative and clerical duties, as assigned.</p>	<p>Bilingual candidates are encouraged to apply.</p> <p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V. Women, People of Color and Members of the LGBT community are strongly encouraged to apply. CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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Community Access -- SSA	MAINTENANCE MECHANIC	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have minimum of a high school diploma or equivalent; at least one-year technical training and one year work experience in one or more of the building trades; must be fingerprinted and cleared by the Office of Mental Health (OMH); possess the aptitude and skills for work in masonry, carpentry, electrical, plumbing, etc; good communicational and interpersonal skills; basic math skills; ability to work overtime hours, as needed; and must be able to lift and carry items, which weigh up to 100lbs. regularly; must have good communication skills; must have good interpersonal skills.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Citywide	<p>We are currently seeking qualified candidates for the position of MAINTENANCE MECHANIC to work in our Housing Programs.</p> <p>This is a full-time position; hourly rate of \$14.42, plus an excellent benefits package.</p> <p>Position Overview: The Maintenance Mechanic assists with maintaining agency apartments and facilities as needed and directed. The essential job functions of the Maintenance Mechanic are to assist with processing repair requests generated from the work order system; assist with making routing repairs to apartments and facilities, as needed and directed; assist with monitoring and inspecting equipment daily; maintain shop, work areas, tools and supply inventories in good order; assist in identifying and reporting problem areas throughout apartments and facilities; assist with apartment and agency moves, as directed; provide back up to superintendent during absence of maintenance workers, as needed and directed; assist with preparing apartments for new occupancy, to include general cleaning and painting; assist with annual agency-wide inventory of equipment and supplies, etc.</p>	<p>Bilingual candidates are encouraged to apply.</p> <p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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Community Access -- SSA	PEER RECOVERY SPECIALIST	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have a Understanding, appreciation, and commitment to the philosophy and mission of Community Access.; Commitment to recovery oriented practice; Have a lived experience with the mental health system and willingness to share related experiences to program participants to provide support and promote recovery; Peer Specialist Certification preferred; Must be fingerprinted and cleared by NYS Justice Center ;Skilled in conflict mediation/negotiation and have an assertive approach to problem solving; Excellent oral and written communication skills; Ability to utilize various computer programs, specifically Microsoft Word, Excel and AWARDS or similar electronic client database system; Be creative and flexible; Possess strong organizational skills; Show initiative and be responsible for follow through; Ability to maintain confidential information, as related to position; Ability to work independently and as part of a team.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Manhattan	<p>We are currently seeking qualified candidates for the position of PEER RECOVERY SPECIALIST to work at East Village Access, located at 242 East 2nd Street, in New York, NY.</p> <p>This is a full-time position; annual salary is in the low 50s, plus an excellent benefits package.</p> <p>Position Overview: Peer Recovery Specialists must actively engage and motivate participants to utilize a customized array of services to develop personal potential and establish and attain life role goals. PROS program staff must be flexible and committed to mental health recovery. Some of the essential job functions include assisting with admission, referral and discharge of participants; Provide evidence-based practice services including Wellness Self Management (WSM), and Co-occurring Disorders (COD/FIT) treatment, as qualified; Provide crisis intervention services and recommendations for treatment and referral as needed; Collect and utilize data to assess participant needs, with information from all relevant sources; Develop, modify and deliver curriculum for rehabilitation-based classes; Facilitate rehabilitation-oriented services, meetings, groups, and other activities; teach skills, provide information and assist participants with resource acquisition related to housing, social, education, employment and other key life domain goals; Utilize person centered planning principles and techniques; Collaborate with other programs/entities to coordinate services meeting individual and family needs; Maintain thorough and timely documentation/charting and adequate</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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		authorization records consistent with billing, regulatory, policy and contractual requirements; Market services to promote exposure and ensure adequate utilization.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	RESPITE WORKER	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have a minimum of high school diploma or equivalent (GED); experience as a service recipient in the mental health system and willingness to share personal experience appropriately and respectfully; graduate of core peer specialist training program, preferred; previous work experience in a behavioral health or related setting, preferably using the recovery model; resourceful and knowledgeable of community resource and services; must be fingerprinted and cleared by the New York State Justice Center; a respect for, and high level of comfort around people experiencing psychiatric crisis; exceptional oral communication skills including empathic listening, and responding; ability to utilize critical thinking, problem-solving and de-escalation skills to assist with creating and maintaining an environment that promotes recovery; ability to set priorities and manage multiple and competing tasks; willingness and ability to participate in Parachute NYC Training including Need Adapted Treatment Model, Intentional Peer Support, Health Navigator and other required training; bilingual preferred.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: PT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Manhattan	<p>We are currently seeking qualified candidates for the position of RESPITE WORKER to work in our Crisis Respite Center, located in New York, NY.</p> <p>There are multiple per-diem (scheduled as needed) openings. Shifts are 12 hours and include evenings, overnights and weekends. Pay rate is \$16.34 per hour.</p> <p>Program Overview: The Crisis Respite Center (CRC), part of Parachute NYC, provides an innovative and unique "hospital diversion" model whereby persons seeking temporary residential respite care can stay in a warm, friendly, safe, and supportive home-like environment where they are taught to use new recovery and relapse prevention skills. This is achieved through 24-hour peer support, self-advocacy education, self-help training, and mutual understanding. The CRC offers people experiencing a psychosis-related crisis with a short-term (one day to two weeks) residential alternative that will allow individuals to maintain daily activities and connect with community-based services and supports, including primary care. The program will provide recovery oriented services incorporating Need Adapted Treatment and Intentional Peer Support. The CRC also operates a warm line providing peer counseling and referral services to individuals in emotional distress. Parachute NYC is an innovative CMS funded pilot project designed to support a continuum of community based services to individuals experiencing a psychosis related crisis, including specially trained mobile crisis teams and Crisis Respite Centers.</p>	<p>Interested applicants should apply on http://www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V. Women, People of Color and Members of the LGBT community are strongly encouraged to apply. CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management. www.communityaccess.org</p>			

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Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	SELF DIRECTION PROGRAM MANAGER	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have an understanding, appreciation, and commitment to the philosophy and mission of Community Access and the Self Direction program; At least two years of supervisory experience; At least four years of experience working in community mental health supports; High school graduate or equivalent, Bachelor's degree or other advanced professional degree/certificate preferred; Possess strong understanding of person-centered planning, recovery, and wellness; Must be fingerprinted and cleared by the NYS Justice Center; Willing to travel and work evenings and weekends; Ability to use standard business software including Word, Excel and PowerPoint; Demonstrated ability to design and implement projects in a team-based setting; Experience with public speaking, including developing and presenting complex subject matter; Excellent oral and written communication skills; Ability to maintain confidential information, as related to position; Recipient/ peer/ survivor of mental health services.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Manhattan	<p>We are currently seeking qualified candidates for the position of SELF DIRECTION PROGRAM MANAGER</p> <p>This is a full-time position, salary is low to mid 60's, plus an excellent benefits package.</p> <p>Program Description</p> <p>Self-Direction is a pilot program designed to empower the financial decision making for participants' well-being. In collaboration with the Office of Mental Health, agencies will support individuals to elect goods and services in the community that support their recovery, wellness, and independence. These supports will be funded through an individualized budget allocated to each participant, which can be used to enhance a personal recovery journey; the budget does not impact any current benefits or entitlements, so it can maximize freedom of choice in new goal setting. Individuals will use an Action Plan to design a framework for expenditures on goods and services with assistance from Support Brokers. The program will be monitored and evaluated by the Office of Mental Health to determine if the process of individual budgeting and self-determination in accessing community supports impacts health and wellness, use of Medicaid services, and overall participant satisfaction.</p> <p>Position Overview</p> <p>The Self Direction Program Manager supports program delivery through implementation, operation, and quality management. The Manager coordinates the activities of Support Brokers and maintains a partial caseload of participants. The Manager represents the interests of the program within the hosting agency and to the Office of</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs. Cover letter must include salary history and salary requirements.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V. Women, People of Color and Members of the LGBT community are strongly encouraged to apply. CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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		Mental Health and other internal and external stakeholder. Key responsibilities include, but are not limited to: Assist in the recruitment, selection, orientation, training, and evaluation of all program staff; Provide supervision to staff, ensuring optimal support of participants, staff capacity, and program operation; Maintain a safe and secure work environment that is responsive to professional communication; Daily management of accounting activities; Assign SDC participants to the Support Brokers for assessment and ongoing services/supports, and manage all recruitment activities with regular coordination with Executive Staff and OMH contractors; Review and approve (or request modifications to) the Action Plan and independent budget for each participant in accordance with program and state/federal regulations; Review participant expenses to ensure they reflect the respective Action Plan, and approve or deny purchases accordingly; Manage overall budget expenses and work with Executive Staff to develop and implement annual budget; Implement and oversee strategies and systems for data collection and analysis, coordinating with Quality Improvement office and State Office of Mental Health evaluation team where necessary.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	SELF DIRECTION SUPPORT BROKER	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have an understanding, appreciation, and commitment to the philosophy and mission of Community Access and the Self Direction program; At least two years of experience working in community mental health supports; High school graduate or equivalent, Bachelor's degree or advances professional degree/certificate preferred; Possess strong understanding of person-centered planning, recovery, and wellness; Must be fingerprinted and cleared by the NYS Justice Center Office of Mental Health; Willing to travel and work evenings and weekends; Ability to use standard business software including Word, Excel and PowerPoint; Demonstrated ability to design and implement projects in a team-based setting; Excellent oral and written communication skills; Ability to maintain confidential information, as related to position; Recipient/ peer/ survivor of mental health services, preferred.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Manhattan	<p>We are currently seeking qualified candidates for the position of SELF DIRECTION SUPPORT BROKER</p> <p>This is a full-time position, salary is 20-21.64/hr, plus an excellent benefits package.</p> <p>Program Description Self-Direction is a pilot program designed to empower the financial decision making for participants' well-being. In collaboration with the Office of Mental Health, agencies will support individuals to elect goods and services in the community that support their recovery, wellness, and independence. These supports will be funded through an individualized budget allocated to each participant, which can be used to enhance a personal recovery journey; the budget does not impact any current benefits or entitlements, so it can maximize freedom of choice in new goal setting. Individuals will use an Action Plan to design a framework for expenditures on goods and services with assistance from Support Brokers. The program will be monitored and evaluated by the Office of Mental Health to determine if the process of individual budgeting and self-determination in accessing community supports impacts health and wellness, use of Medicaid services, and overall participant satisfaction.</p> <p>Position Overview The Self Direction Support Broker supports the recovery, wellness, and independence of program participants by activating self-determination and financial decision-making. Support Brokers achieve this by helping each participant to design and implement an individual Action Plan that matches recovery-</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs. Cover letter must include salary history and salary requirements.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V. Women, People of Color and Members of the LGBT community are strongly encouraged to apply. CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		oriented community goods and services with an individualized budget. The support broker manages the documentation and operationalization of the Action Plan, acting as a liaison between the participant and the budgeting authority, as well as community resources that support the Participant's success. Duties of the position include, but are not limited to: Recruiting and enrolling eligible adults into Self-Direction program, emphasizing engagements in community settings; Orient participants to program goals and participant responsibilities; Support participant in completing a recovery-oriented Action Plan that promotes individual wellness and independence. Creation of the Action Plan includes documenting recovery goal(s), designing individualized budget, mapping network of community supports for achievement of Plan; Support each participant in achieving recovery goal(s) by identifying and linking to natural, community, healthcare, and multi-system goods, services, and supports. This includes linkage to a Health Home Care Manager if necessary.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	SERVICE COORDINATOR	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have minimum of a high school diploma or equivalent (GED) – Bachelor's degree, preferred; must be fingerprinted and cleared by the NYS Justice Center; commitment to recovery oriented practice; excellent oral and written communication skills; ability to maintain confidential information, as related to position; be skilled in conflict mediation/negotiation and have an assertive approach to problem solving; ability to climb several flights of stairs and travel via public transportation.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Citywide	<p>We are currently seeking qualified candidates for the position of SERVICE COORDINATOR to work in our housing programs located in Manhattan and the Bronx.</p> <p>Salary is low 30's plus an excellent benefits package</p> <p>Position Overview The Service Coordinator provides support services to assigned program participants, including assisting with defining personal, vocational and educational goals. The Service Coordinator provides assistance to program participants using a person-centered model that supports individuals in their recovery, hopes and opportunities. A Service Coordinator is responsible for providing recovery oriented support services and outreach to assigned program participants; developing and assisting in implementing service plans determined by goals of program participants, including reviewing service plans with program participants, identifying progress and revising plan as needed; producing and maintaining thorough, accurate and timely documentation, including charts and documentation of interactions with program participants, services provided, important information and/or events; assisting program participants in advocating for quality care received from external service providers, including educating providers on special issues, etc.</p>	<p>Bilingual candidates are encouraged to apply.</p> <p>Interested candidates should apply via www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	SITE COORDINATOR	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have a minimum of a high school diploma or equivalent (GED) - Bachelor's degree in related field, preferred; minimum of two years in an administrative function within an office setting, preferred; previous experience in property management, specifically low income housing, with Low Income Housing Tax Credit experience preferred; excellent organizational skills, time management and planning skills; Strong numerical and analytical problem solving skills; ability to work independently and as part of a team; bilingual Spanish-speaking, preferred.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Manhattan	<p>We are currently seeking qualified candidates for the position of SITE COORDINATOR to work in our Property Management department, located at 2 Washington Street, in New York, NY.</p> <p>This is a full-time position; annual salary is high 30s, plus an excellent benefits package. Bilingual Spanish-speaking candidates are strongly encouraged to apply.</p> <p>Position Overview: The Site Coordinator handles property management tasks in 3 or 4 buildings, often visiting tenants at their homes located in the Bronx, Manhattan or Brooklyn, but working usually out of the Washington Street main office. The Site Coordinator has direct responsibility for preparing applicant files, initial screening, tax credit compliance forms, leases, annual income re-certifications, and Section 8 applications. In addition to maintaining tenant files, the Site Coordinator issue late rent notices and explains rent records to tenants who have fallen behind in payment. To bring tenants accounts up to date the Site Coordinator analyzes the rent history, computing and writing repayment agreements. If Housing Court actions are started, the Site Coordinator prepares necessary information for the attorney and checks the accuracy of the rent bills. Once or twice each year the Site Coordinator performs apartment inspections and issues reports about any deficiencies that need to be addressed. The Site Coordinator helps to create good tenant relations and functions as the Landlord's representative.</p>	<p>Interested candidates must send a cover letter and resume to:</p> <ul style="list-style-type: none"> • Community Access, 2 Washington Street, 9th floor, NY, NY 10004 – Attn: HR Dept. • Email hr@communityaccess.org • Fax to 646-365-0458 <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Praxis Housing Initiatives -- SHA	Residential Staff	Clean and maintain Praxis-managed or owned SRO buildings and properties. Monitor hallways and other public areas.	Some experience in building maintenance.	Posted: 9/5/2017	FT/PT: FT	Name: Claude Howard
Administrative Offices -- SHA	Manhattan	A)Buffing, sweeping, mopping, housekeeping of residential rooms, common areas and bathrooms. B)Cleaning common areas and bathrooms with appropriate cleansers and in compliance with OSHA and Universal Safety precautions. C)Answering telephone at front desk, distributing telephone messages, distributing mail, and securing resident signatures on weekly EPU sheet prior to deadline. D)Receiving hotel visitors and directing them to the appropriate party. Ensuring that all visitors comply with house rules and visiting hours. E)Comprise the Fire Guard team of each hotel. F)Responsible for reporting inventory of supplies to Building Manager. G)Distributing personal items and linen to residents. H)Light painting and touch-ups in residents' rooms and in public areas. I)Assisting renovations team or building Superintendent with higher-skill level repairs when directed. J)Assisting residents by following emergency protocols to secure needed assistance from police, fire, or ambulance services. K)Entering information about visitors, visiting employees, social service partners, police, fire, or ambulance services into front desk log book. L)Any other duties as assigned by supervisor.	GED, or pursuing an educational plan to obtain GED within 6 months of employment Must be able to perform building maintenance duties, lift objects, stand for extended time periods, follow emergency protocols, and comply with applicable OSHA and Universal Safety Precautions. Salary \$12/an hour	Benefits: Unknown	Hrs/Week: Salary: Pay/Hr:	Email:

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Experience or BA Required						
Breaking Ground -- SHA	Harm Reduction Specialist	Located in Brooklyn, the East Flatbush Safe Haven serves as a transitional housing program for 110 chronically street homeless individuals. This transitional housing program embraces a housing first and harm reduction philosophy with an aim at helping residents secure appropriate permanent housing. The Harm Reduction Specialist will play a primary role in overseeing all harm reduction programming at the safe haven. Programming responsibility will include Peer-Delivered Syringe Exchange, Mobile Provider Syringe Exchange, in-house group programming, tracking opiate overdose training for staff and clients. They will ensure safe sex education and materials are available to all residents. This individual will be expected to partner with appropriate Harm Reduction Service partners in the community that can provide services to the clients either at the safe haven or in the community.	Minimum of (2) years experience with the street homeless population as well as experience working in a Harm Reduction centered program Bachelor Degree Excellent computer skills, including proficiency in Microsoft Word and Excel. Familiarity with Access-based databases and the ability to learn new programs are preferred Bilingual Spanish/English is preferred To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Brooklyn	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Create and manage core Harm Reduction based curriculum at the safe haven. Liaison to external Harm Reduction based partners to help coordinate services. Coordinate and facilitate groups with clients. Assist program leadership in creating trainings for staff that ensure Harm Reduction practices are being taught and exercised by staff. Will ensure all staff are aware of needle stick prevention methods and agency policy and procedure around responding to needle sticks. Will ensure that there are adequate syringe disposal containers on site that are strategically located throughout the program site, and Will ensure that containers are emptied regularly. Will ensure that there are safer sex resources available to clients at all times, and are accessible in common spaces. Will liaise with on-site psychiatric and primary care provider, to support treatment planning which includes medications aimed at reducing/eliminating alcohol use. Performs other related duties as assigned.</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Housing Advocate Outreach Manhattan	<p>The Housing Advocate will contribute to solving homelessness by providing supportive case management and housing placement services to chronic street homeless individuals in our Manhattan catchment area (As defined through Breaking Ground's partnership with the Manhattan Outreach Consortium).</p> <p>Specifically, s/he will work with the client to deliver comprehensive housing placement and case management services that include but are not limited to obtaining a TB test, securing income (in collaboration with the Entitlements Unit), obtaining identification, completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010e and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. The Housing Advocate will also work with anyone who is street homeless in the Street to Home catchment area to the extent that it is in compliance with program operations and agency mission. The Housing Advocate is required to respond to 311's during his/her shift and canvass for clients during cold/hot weather alerts. The Housing Advocate will work closely with clients, members of the Street to Home team, including the Team Leaders, Assistant Community Director and Community Director and partner agencies to prepare clients for permanent housing.</p> <p>ESSENTIAL DUTIES:</p> <p>Engage chronically street homeless individuals on the streets of Manhattan</p> <p>Assess clients for appropriate housing environment</p> <p>Complete housing applications</p> <p>Escort clients to appointments to obtain benefits, medical checkups, etc</p> <p>Communicate with team members through progress notes, program databases reports, staff meetings, and weekly clinical supervision</p> <p>Liaison with other service providers on behalf of clients</p> <p>Performs other related duties as assigned</p>	<p>EDUCATION Undergraduate degree or equivalent experience</p> <p>EXPERIENCE At least two years working in the same or similar work environment, experience working with homeless population preferred</p> <p>SKILLS Excellent interpersonal and problems solving skills, bilingual in Spanish and English preferred</p> <p>LICENSES AND CERTIFICATION Must have valid New York state driver's license</p> <p>COMPUTER SKILLS Proficiency with Microsoft Office (Word, Outlook, Excel) and Microsoft Access database</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 6/26/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Office Manager	Located in Jamaica, Queens, the Queens Drop In Center serves as a temporary and immediate place for street homeless individuals to come in from outside to receive respite, social services, food and shower. The Office Manager is responsible for bookkeeping, which includes but limited to petty cash, check requisitions and billing. Responsibilities also include scheduling, taking meeting notes, maintaining filing systems, writing letters & other correspondence, maintaining client data and other office support functions. The Office Manager is often an important point of contact for building clients; the person in this position must have exceptional interpersonal skills.	<ul style="list-style-type: none"> • A minimum of two years related work experience • Excellent organizational and interpersonal skills • Must have the ability to work independently and as part of a team • Able to work with a diverse/special needs population • Able to handle multiple tasks simultaneously • Must have exceptional written and verbal skills • Proficiency with Microsoft Office (Word, Outlook, Excel) • Experience working with homeless/formerly homeless populations preferred 	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Queens	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none"> • Direct/answer client questions • Responsible for maintaining the petty cash, billing, check request and Metro cards • Maintain facility and staff activity calendars • Track vacations and attendance • Maintain client data • Keep an updated file of vendors, order and track supplies • Maintain filing system, office supplies • Answer phones, direct calls and messages • Attend meetings and keep notes • Coordinate events • Performs other related duties as assigned 	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Rent Administrator	Breaking Ground (formerly known as Common Ground) is currently looking for a Rent Administrator to join our team.	Experience working with special needs individuals; Familiarity with rent, accounting, or banking preferred Trained in Low Income Housing Tax Credit (LIHTC) preferred Superior organization, analytical, and interpersonal skills Ability to handle multiple high priority tasks simultaneously Current and active New York Notary preferred Ability to communicate in Spanish preferred Associates degree or equivalent experience Proficiency with Microsoft Office suite and databases	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Bronx	<p>The Rent Administrator is responsible for handling all aspects of rent administration at Park House, which consists of 248 studio, 1-, 2-, and 3-bedroom units of affordable housing, and our Webster Residence, which includes 170 low-income and supportive housing studio apartments.</p> <p>The Rent Administrator is responsible for responding to tenant questions and concerns about rent. The Rent Administrator works closely with tenants to ensure that rent is paid in full each month. He/she will work closely with the Finance department to maintain accurate and timely rent records for tenants and to develop effective strategies for addressing and solving tenant rent issues.</p> <p>Park House and the Webster Residence are both currently under construction and are expected to be completed by approximately May 2017 and January 2018, respectively. The Rent Administrator will also actively support the Building Director and Assistant Directors in startup operations for both locations.</p> <p>Breaking Ground's mission is to strengthen individuals, families and communities by developing and sustaining exceptional supportive and affordable housing as well as programs for homeless and other vulnerable New Yorkers.</p> <p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Process rent payments, scan checks, and post batches in accordance with Breaking Ground best practices and rent administration policies Prepare weekly reports of tenants' rent status, reason for arrears, due dates for all tenants in payment plans, current court or stipulation status, Public Assistance arrears, and contact made with the individual regarding rent issues Participate in meetings with tenants to provide residency letters, answer rent related questions and pursue arrears; involve supervisor around difficult situations Participate in periodic meetings with other BG and social services staff to discuss current tenant issues such as rent arrears situations, strategize around follow-up, and</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		coordinate payment plans Prepare legal documents, including Five Day Demand notices, review monthly legal bills, notify outside counsel regarding non-payment legal action, and make court appearances, when necessary Review and submit tenant rent changes, including those changes that affect rent subsidies, and generate lease renewals in accordance with federal and city regulations Assist staff in the tenant move-out process by preparing surrender agreements, scheduling the move-out in resident management software, and communicating any change in surrender date Performs other related duties as assigned				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Tenant Services Coordinator Brooklyn	<p>The Tenant Services Coordinator/Office Manager is an integral part of the Hegeman administrative team and will be responsible for petty cash, check requisitions, billing, scheduling, and file maintenance. Writing letters & other correspondence, maintaining client data and other office support functions. The Tenant Services Coordinator/Office Manager is an important point of contact for building clients and will also hold responsibility for the coordination of program planning which includes; organizing tenant participation in planned activities/workshops and providing community outreach as needed. Interact with social services, and collaborate with outside organizations as well as working closely with Building Management; Central Intake, Finance; Permanent Housing; CUCS; and other outside agencies.</p> <p>The person in this position must have exceptional interpersonal skills. This position reports to the Assistant Director, Programs.</p> <p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> • Direct/answer client questions • Maintain petty cash, billing, check request and Metro cards • Maintain facility and staff activity calendars • Attend meetings and take minutes • Track vacations and attendance • Maintain client data • Keep an updated file of vendors; order and track supplies • Maintain filing system, and office supplies • Oversee development and implementation of programs and activities for residents • Recruit and manage tenant and external volunteer opportunities • Coordinate and work with CUCS counterpart in developing and producing monthly building newsletter and monthly reports, etc. • Work with Building Director and Assistant Director in managing program budget. • Coordinate with Building Management, CUCS, other CGC programs, and outside agencies (i.e. Nacres) • Design, plan, and run events both on site and off site in accordance with the rich programing required by our grant and funders. • Performs other related duties as assigned. 	<p>A minimum of two years related work experience</p> <ul style="list-style-type: none"> • Excellent organizational and interpersonal skills • Must have the ability to work independently and as part of a team • Able to work with a diverse/special needs population • Able to handle multiple tasks simultaneously • Must have exceptional written and verbal skills • Experience working with homeless/formerly homeless populations preferred • Notary strongly preferred, or ability to take notary exam within 60 days of hire <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 6/26/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Licensed Practical Nurse	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a part time Licensed Practical Nurse (LPN) at CUCS' Assertive Community Treatment (ACT) team.	LPN license required; diver's license required within 3 months of hire; experience with mentally ill population preferred. Excellent verbal and written communication skills, close attention to detail and computer literacy required. Bilingual English/Spanish preferred, but not required.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: PT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Bronx	<p>ACT is an Evidence Based Practice with a mobile team approach that has proven success in serving adults with psychiatric disabilities in community-based settings. The program provides intensive outpatient treatment 'in vivo' in their community of choice. The program facilitates recovery and increased stability including symptom reduction, improved daily functioning and quality of life whether in a consumer's home, with family, peers, community and in the areas of education and work. The ACT program seeks to reduce inpatient psychiatric hospitalizations, emergency room and mobile crisis visits by providing accessible psychiatric treatment.</p> <p>The ACT team serves adults with histories of poor treatment or medication compliance. These individuals frequently have co-occurring substance abuse and medical problems as well as involvement with the criminal justice system, and/or may be court-ordered to receive case management and treatment services under the Assisted Outpatient Treatment (AOT) program. The ACT team serves clients in Manhattan and the Bronx.</p> <p>The staff is multidisciplinary, composed of a part-time psychiatrist, RN, LPN, Licensed Social Workers and paraprofessional case managers. Staff receive extensive training in Evidence Based Practices including Motivational Interviewing, Wellness Self-Management and Behavioral Treatment Interventions for substance abuse.</p> <p>The Licensed Practical Nurse will carry a small caseload with full case management responsibilities, assist the RN with Health Assessments, medication management and provide injections, monitor client vitals, blood sugars and other medical conditions, act as liaison to medical providers and provide back-up to clients with medical conditions.</p> <p>Responsibilities: Under the supervision of a physician, nurse practitioner or registered nurse, LPN responsibilities include but are not limited to:</p>	<p>We offer a competitive salary and an excellent benefit package. Our staff enjoys a supportive, collaborative work environment with expert supervision that encourages clinical excellence.</p> <p>Please be advised that you must upload your cover letter and resume in one document.</p> <p>Applicants will only be considered for positions they apply for.</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		Provide ACT services to a small client caseload Medication administration and monitoring Maintenance of medication database and logs Assistance with health assessments and screenings Provision of health and treatment education and support to patients Escorting and chaperoning patients to healthcare appointments Communication with physicians and other providers to coordinate care and obtain information, reports and notes Maintenance of medical office including care and maintenance of medical equipment and maintenance of inventory of medical supplies Provision of care and treatment at the direction of physician, nurse practitioner or registered nurse Integrate work with program's social service staff and physicians and other nursing staff				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	System Administrator	CUCS IT department is seeking an experienced system administrator able to join our team to provide day to day Windows Active Directory systems administration as well as network and desktop support, installation and basic maintenance of network switches and firewalls and cabling, and some phone administration. Respond and resolve help desk tickets, and work with outsourced onsite and telecom vendors.	Technical Knowledge of Citrix administration sufficient to manage published applications and troubleshoot problems. Strong PC hardware and software troubleshooting skills Strong Windows desktop skills Windows 7 through Windows 10 Basic LAN knowledge and understanding of IP and IP routing. Knowledge of network switches and cabling Good working knowledge of Active Directory Administrative Tools regarding Users & Computers, security & distribution groups and folder sharing and permissions. Knowledge of Group Policies are a plus. Powershell knowledge is a plus. Experience creating Microsoft Exchange mailboxes Core Competencies Ability prioritize own work and exercise good time management skills Ability to communicate effectively with non-technical staff both verbally and in writing and to provide clear directions to outsourced techs. Strong team orientation and flexibility. Excellent customer service skills. Other Capabilities Must be able to lift a box under 15 pounds Must be willing and able to travel within the 5 boroughs to agency offices when needed Must be willing to work off hours and weekends when needed. Education: HS Diploma required, college degree a plus esp in technical discipline	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	ACT Licensed Practical Nurse	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation, and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; Graduate of an approved practical nursing program and licensed to practice as a Licensed Practical Nurse (LPN) in New York State; Minimum three (3) years' experience working as an LPN; Minimum of one (2) years' experience working with people with mental health conditions; In depth knowledge of NYC community health and social service resources; Available to work a flexible schedule, mornings, evenings and weekends in response to participant needs; Strong computer skills; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates for the newly created ACT Team position of:</p> <p>ACT Licensed Practical Nurse to work at our Third Avenue, Bronx location.</p> <p>Position is Part-time, 24 hours per week; with a salary of 25-28K, plus excellent benefits.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate to deliver comprehensive, integrated and</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>		Salary: Pay/Hr:	

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		<p>flexible services that are responsive to a participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview The Licensed Practical Nurse provides nursing care and treatment at the direction of the RN; Participates in medication administration and monitoring, health assessments, and other screenings; Participates in identifying needed resources and ensuring participants access primary care and receive annual physical, dental other relevant examinations; Provides rehabilitation and support services under the clinical supervision of professional staff, including: crisis intervention services; harm reduction services; and support and consultation to families; Utilize motivational interviewing techniques and a trauma informed approach when delivering individual and group based health services; Provides health education to participants and members of their networks; facilitate education on topics including prevention, wellness, diet, harm reduction and recovery; Engage significant others including family, friends, service providers and other supports in service provision; Administer IM's and vaccines, plants and reads PPD's, and performs phlebotomy as per orders; Monitor vital signs and side effects of medications and reports findings to the RN, psychiatrist and team; Assist with providing education to staff on physical health issues and medical care protocols; Communicate with other medical providers to promote coordinated and integrated care; Advocate for participants to secure medical care and other community supports that promote integrated physical and mental health wellness; Maintains required documentation including progress notes and health related data in AWARDS; Assist with ordering and maintenance of medical supplies and equipment.</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	ACT Harm Reduction Specialist	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation, and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; Minimum of Credentialed Alcoholism and Substance Abuse Counselor (CASAC); with New York Certified Peer Specialist (NYCPS) preferred; Personal experience of recovery preferred; Minimum of two (2) years' experience working with individuals with a mental health condition with co-occurring substance use disorder; Knowledge, skills and experience in motivational interviewing, stage-wise treatment, and mental health and substance use assessment; Knowledge of ACT services and model, preferred; Available to work a flexible schedule, mornings, evenings and weekends in response to participant needs; Ability to utilize various computer programs, specifically Microsoft Word and Excel; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates in our newly created ACT team located in our Third Avenue, Bronx location the position of: ACT Harm Reduction Specialist to work at our Third Avenue, Bronx location.</p> <p>Position is full-time, with a salary of 50-55K, plus excellent benefits.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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		<p>to deliver comprehensive, integrated and flexible services that are responsive to a participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview</p> <p>The Harm Reduction specialist completes substance use screenings and assessments; Identifies participant treatment and support service needs and associated service plan objectives based on stages of change and assessment results, including risk associated with harmful behaviors; Functions as a resource on harm reduction and substance use and guide team in morning and weekly clinical meetings on these issues; Provides harm reduction services, integrated substance use treatment and relapse prevention; Provides harm reduction, relapse prevention and other groups that are responsive to need and interest; Links participants to self-help recovery groups; Advocates in securing emergency detox and rehabilitation care, and other community supports that promote integrated dual disorder treatment; Direct standards for toxicology screens in accordance with Assisted Outpatient Treatment (AOT) orders and other required expectations. Comprehensive ACT service activities include: Assessing and providing services to participants to address health and wellness, housing, income support, education, vocational training, employment and social supports; Complete initial comprehensive recovery-oriented service plan and 6-month plan review incorporating participant and relevant others' feedback; Provide ACT treatment services including: service planning and coordination; problem solving; support with obtaining housing; developing social connections; strengthening family and other relationships; developing independent living skills and obtaining necessary resources; accessing and accessing education and training; employment supports (job search, placement and support); entitlement and financial management; empowerment and self-help; wellness self-management with a focus on the development of coping skills; support with medications; and weekly groups; Use motivational interviewing, recovery and trauma-informed approaches when delivering services; Complete crisis intervention and relapse prevention plans; Collaborative with</p>				

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		participants, families and natural supports, shelter and community partners to promote attainment of treatment and recovery goals; Coordinate discharge in collaboration with inpatient and ER staff when participants have involvement; Complete thorough, timely and accurate documentation and adequate authorization records consistent with billing, regulatory, policy and contractual requirements; Complete expected minimum monthly treatment contacts of which 80% occur in the community; Provide 24-hour crisis intervention on-call services on rotating basis.				

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Community Access -- SSA	ACT Wellness/Peer Specialist	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation, and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; New York Certified Peer Specialist (NYCPS); Lived experience of a mental health condition required, and a history of homelessness, involvement with the criminal justice system, and experience with substance use services, preferred; Available to work a flexible schedule, mornings, evenings and weekends in response to participant needs; Ability to utilize various computer programs, specifically Microsoft Word, PowerPoint and Excel; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates in our newly created ACT team located in our Third Avenue, Bronx location the position of: ACT Wellness Specialist/Peer Specialist to work at our Third Avenue, Bronx location.</p> <p>Position is part-time, 20 hours per week; with a salary of 25 -28K.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>		Salary: Pay/Hr:	

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		<p>to deliver comprehensive, integrated and flexible services that are responsive to a participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview The Wellness Specialist develops wellness interventions, activities and groups, drawing from the Wellness Self-Management (WSM) curriculum and other resources; Educates participants about self-help techniques, processes and community options; Teach coping strategies based on personal experience; Assist participants with acquiring symptom management skills; Assist in identifying and clarifying rehabilitation and recovery goals; Assist in the development of community support systems and networks; Consistently practices according to the principles of recovery-oriented and trauma-informed service delivery. Comprehensive ACT service activities include: Assessing and providing services to participants to address health and wellness, housing, income support, education, vocational training, employment and social supports; Complete initial comprehensive recovery-oriented service plan and 6-month plan review incorporating participant and relevant others' feedback; Provide ACT treatment services including: service planning and coordination; problem solving; support with obtaining housing; developing social connections; strengthening family and other relationships; developing independent living skills and obtaining necessary resources; accessing and accessing education and training; employment supports (job search, placement and support); entitlement and financial management; empowerment and self-help; wellness self-management with a focus on the development of coping skills; support with medications; and weekly groups; Use motivational interviewing, recovery and trauma-informed approaches when delivering services; Complete crisis intervention and relapse prevention plans; Collaborative with participants, families and natural supports, shelter and community partners to promote attainment of treatment and recovery goals; Coordinate discharge in collaboration with inpatient and ER staff when participants have involvement; Complete thorough, timely and accurate documentation and adequate authorization records consistent with billing, regulatory,</p>				

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		policy and contractual requirements; Complete expected minimum monthly treatment contacts of which 80% occur in the community; Provide 24-hour crisis intervention on-call services on rotating basis.				
BA/BS Required						
Breaking Ground -- SHA	Assistant Controller	Provides daily management of all BG financial reporting in the Finance Dept. Provides direct support and assistance to the Controller and CFO in accomplishing his/her responsibilities.	EXPERIENCE : At least 7-10 years of public/corporate accounting experience, preferably in a senior financial management role	Posted: 6/26/2017	FT/PT: FT	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	ESSENTIAL DUTIES: Manages all balance sheet account reconciliations and G/L account analysis for monthly closes and assists in the preparation of the P&L only quarterly Board report Manages the daily activities and functions in the finance department and reviews the monthly Housing Operation government grant budget to actual P&Ls prepared by the Government Grant Billers for submission to Housing Operations Oversee the preparation of audit schedules for the NFP consolidation audit as well as schedules for the annual CFR audit Prepare year end consolidated financial statements, including eliminations. Assists the Controller in management of all year-end audits of NFP entities by outside accounting firm. This includes the annual NFP Consolidation audit, A-133 audit, CFR (Certified Financial Report), and other audited reports. Key liaison with the auditors Manages preparation of annual Fin 48 checklists, Form 990s, and 990-T returns Key participant in annual review of NFP budgets, and related analysis Prepares special financial analysis as required Provides financial management assistance as needed to the Controller Performs other related duties as assigned	TRAINING: Strong accounting background and related training SKILLS: Strong management skills; exceptional writing and interpersonal skills, skilled at problem solving, written and verbal communications, attention to detail, planning/organizing, quality control, adaptability. Must be able to work independently in a fast-paced environment and manage multiple priorities simultaneously EDUCATION: Bachelor's degree or MBA in accounting, or equivalent experience COMPUTER SKILLS: Proficiency in Excel SPECIAL QUALIFICATIONS: CPA required, along with auditing experience To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled	Benefits: Unknown	Hrs/Week: Salary: Pay/Hr:	

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Breaking Ground -- SHA	Assistant Director	Housing Operations & Programs (HOPs) is responsible for the day-to-day management of Breaking Ground's (BG's) programs including street outreach, transitional housing services, and permanent housing buildings. The Business Operations team is a unit within HOPs that provides a matrix of integrated services to the buildings and programs within the department. He/she will support program initiatives, draft policies and procedures and disseminate best practices; foster clear communications within HOPs and coordination between HOPs and other departments. He/she will also support program development, enhancement and expansion including management of specific program initiatives and troubleshooting (as needed) for Program staff. He/she will support the BG corporate and government contracts budget processes, will attend meetings and will represent HOPs/Business Operations unit as needed.	Experience with data entry. Case Management background preferred, not required. This individual will need to develop familiarity with case management best practices, street outreach, and scatter site housing. BA, BS, or equivalent experience. Strong computer knowledge, verbal and written skills, and ability to coordinate and communicate with various levels of staff/departments. Experience with database systems. Strong knowledge of Excel and Word. Sharepoint preferred.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Provide project management support for program development and expansion including attending meetings, documenting next steps, ensuring follow up takes place / deadlines are met, assisting with startup operations and fulfilling other related tasks. Support work on program systems, policies and procedures to ensure best practices in the field.</p> <p>Support Director - Business Operations in review of program vendor contracts like Janian Affiliates and management of related invoicing. Follow up to ensure timely renewals.</p> <p>Provide support to ensure program reporting and other government contract compliance requirements are met. Liaise with Finance and HOPs regarding audit follow up and other issues.</p> <p>Support fiscal management of programs via participation in BG corporate and government contract budgeting and monitoring.</p> <p>Provide ongoing monitoring and support of case management databases as well as Maintenance Connection and Real Page where necessary.</p> <p>Participate in regular Program meetings including (but not limited to) Serious Incident Review Committee, Program Directors and Clinical Coordinator meetings and assist with needed follow up.</p> <p>Working in conjunction with HR/Training,</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

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		troubleshoot and assist in meeting training needs of program staff as needed. In coordination with other HOPs staff and BG External Affairs, assist in developing program specific literature / materials. Performs other related duties as assigned.				
Breaking Ground -- SHA	Assistant Director of Leasing	Breaking Ground's mission is to strengthen individuals, families and communities by developing and sustaining exceptional supportive and affordable housing as well as programs for homeless and other vulnerable New Yorkers. The Assistant Director of Leasing is responsible for managing the selection of applicants for and leasing for a portfolio of Breaking Ground's supportive housing buildings and/or affordable housing that is managed by Breaking Ground and for profit developers. S/he will supervise a team of staff who work directly with low-income and special needs applicants and pair them with available units. S/he will conduct all job related duties in compliance with LIHTC guidelines, other housing contracts and equal housing opportunity laws. ESSENTIAL DUTIES: Oversee a team of staff responsible for managing the day-to-day leasing operations for the permanent housing properties of BG Work in close partnership with members of the Compliance team and BG Building Directors to ensure occupancy standards and compliance with regulatory agreements Manage housing lotteries Manage reporting/data collection for the unit - occupancy stats, outcomes, demographics, homeless status, etc. Oversee selection of applicants Communicate with applicants for housing Communicate with private developers on recommendation of applicants for housing Communicate with site staff and private developers regarding problem solving and evaluation Performs other related duties as assigned	Familiarity with Tax Credit Compliance in a Real Estate Finance Environment. One year of management experience Experience working with low income populations Working knowledge of Low Income Housing Tax Credits and Section 8 Detail oriented and organized. Flexibility, creativity and initiative to work both independently and as part of a team Superior writing and analytical skills Ability to interact effectively with all levels of staff and management EDUCATION: Bachelor's or equivalent experience COMPUTER SKILLS: Proficiency in Microsoft Office - including Word, Excel, Access, and Outlook Breaking Ground's leasing staff operates under aggressive benchmarks/goals. Requires visiting buildings and leasing offices throughout NYC that are owned and/or managed by Breaking Ground. In addition, variations in turn over of units creates an environment that is fast-paced and challenging. Staff are called upon to make decisions based on facts not emotions which can be difficult given the needs of the applicant pool. To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled	Posted: 7/10/2017 Benefits: Unknown Hrs/Week: Salary: Pay/Hr:	FT/PT: FT Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org	
HR Department -- Aff.	Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Assistant Director, Programs Brooklyn	<p>The Assistant Director, Programs ensures the smooth operation of programmatic elements at the residential building in order to provide safe, secure, well managed permanent housing. These activities directly support the residents and contribute to Breaking Ground's overall mission of ending homelessness. The positions goals are achieved by department supervision, direct client contact, and interaction with social services.</p> <p>ESSENTIAL DUTIES:</p> <p>Addressing building issues & tenant concerns Program oversight, staff supervision, recruitment and evaluation Coordination with Social Services and external BG programs (such as Intake) Manage program budget, Work with outside counsel on tenant related legal issues Ensure compliance with funding, program, and audit requirements Reporting on outcomes, goals, and data tracking Take active role in all aspects of rent-up of the site including (but not limited to) assisting (as needed) with intake/leasing/move-in processes, hiring of direct reports, establishment of bldg's programmatic procedures, coordinating with partner agencies and providing other needed support to the Director Performs other related duties as assigned</p>	<p>At least 5 yrs experience in a managerial capacity Experience in property management, social services and/or working with special needs populations Trained in special needs populations, LIHTC, housing subsidies, building systems Superior conflict resolution skills, oral/written communication skills, and supervisory skills (including hiring and evaluating staff). Strong contract negotiation and budgeting skills Bachelors Degree, preferably Master's degree in related field or equivalent experience Advanced Word, Excel, ability to use internal property management systems</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 7/10/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

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Breaking Ground -- SHA	Brooklyn Pub. Library Advocate	The BPLA will work within the Brooklyn Public Library branches and will conduct outreach, assessments, and engaging individuals to determine homelessness history, services needed and appropriate placement options. The BPLA will be responsible for gaining a holistic understanding of the homeless population accessing the library and will work in collaboration with the Brooklyn Public Library Program Coordinator and other relevant parties to implement appropriate housing and service solutions. The BPLA will be responsible for the outreach activities within the library branches and will be responsible for ensuring that all required reporting, paperwork, procedures and protocols are followed.	Two years related work experience preferred. Preference given to those with experience working among homeless individuals. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Excellent interpersonal and problems solving skills. Bachelor's degree preferred, in Social Work or a related field. Proficiency with Microsoft Office (Word, Outlook, Excel) Bilingual Spanish/English is preferred	Posted: 8/21/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Brooklyn	<p>ESSENTIAL DUTIES:</p> <p>Serve as part of a two-person team engaging all individuals who appear homeless in the Brooklyn Public Library System.</p> <p>Offer services to homeless clients, accompany clients to appointments, or to access services.</p> <p>Maintain recordkeeping files and databases, completion of necessary reports and data entry. Give oral and written reports on shift activities.</p> <p>Collaborate with Library staff and other agencies.</p> <p>Coordinate delivery of care with other agencies.</p> <p>Assist Program Coordinator with trainings and library surveys.</p> <p>Performs other related duties as assigned.</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

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Breaking Ground -- SHA HR Department -- Aff.	Case Manager Citywide	<p>The Case Manager will provide services to dully diagnosed clients with a history of chronic homelessness housed in Breaking Ground's Scatter Site Program throughout New York City. The incumbent is responsible for providing supportive services to assist clients with maintaining their housing. The incumbent will achieve this by; assisting clients with maintaining benefits, coaching clients on daily living skills and linkage services to substance abuse, medical and mental health services. The incumbent will conduct weekly home visits and implement the client centered model to enhance services. The Scatter Site Program is a Harm Reduction Program.</p> <p>ESSENTIAL DUTIES:</p> <p>Manage a caseload of dully diagnosed clients Conduct weekly home visits Escort clients to scheduled HRA/Medical & Social Security; Mental Health appointments as needed Provide Collateral contacts, referrals, and implementation of wrap around services Responsible for Implementation of progress notes, Psychosocial, Service Plans and Assessments Participation in weekly clinical meetings Performs other related duties as assigned</p>	<p>At least one year experience working with dually diagnosed individuals with a history of chronic homelessness Knowledge of DSM-IV and harm Reduction model is helpful Ability to engage clients who are skeptical of receiving services due to pathological issues Exceptional assessment, communication and creative writing skills Knowledge of harm reduction model and broad understanding of Mental Health and Substance abuse services AWARDS database experience and proficient in Microsoft office suite Ability to collaborate and function as a part of a Clinical Treatment Team, Ability to travel on public transportation, Exceptional organizational and time management skills Adapt quickly to change Bachelor degree in social work or equivalent education and experience</p> <p>To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled</p>	<p>Posted: 8/7/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

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Breaking Ground -- SHA HR Department -- Aff.	Case Manager Citywide	<p>As part of a scatter site, permanent supportive housing program, the case manager will work with single adults with a history of chronic homelessness, and an active substance use disorder and/or severe mental illness. This program embraces a housing first and harm reduction philosophy. Clients will be housed in scatter site apartments throughout NYC. The case manager is responsible for providing support services to help the individuals remain housed and to address needs such as benefits/entitlements, activities of daily living, substance abuse and mental health services, etc. The case manager will be responsible for conducting home visits and for linking the client with local services in the community, as well as coordinating group activities for his/her caseload. The Case Manager will provide case management services to formerly homeless individuals, some with multiple disabilities, in order to help the individual transition and adjust to permanent housing.</p> <p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> • Case coordination for a caseload of 15, including home visits in clients apartments, and provide escort to appointments as needed • Conduct an initial and ongoing assessment of clients , including completion of biannual assessments and psychosocial assessments, and provide crisis intervention when needed • Connect clients to an array of services as appropriate including, income and benefits, psychiatric services, medical and dental care, substance abuse services, jobs training programs, recreational activities, community services, food and nutrition programs, etc. • Maintain record keeping in compliance with agency standards as well as those of City and State agencies • Group facilitation, including planning and participating in events such as holiday parties, the annual BBQ, etc. • Performs other related duties as assigned 	<p>At least two years' experience working with people with co-occurring disorders, knowledge of issues of the homeless population, knowledge of social service systems.</p> <ul style="list-style-type: none"> • Preferred training in Harm Reduction, Housing First, Motivational Interviewing, and Crisis Intervention • Superior organization, problem solving, and interpersonal skills • Ability to handle multiple tasks simultaneously • Bachelor's Degree or equivalent work experience • Proficiency with Microsoft Office suite and databases • Bilingual Spanish/English speaking preferred, NYS driver's license required <p>The CM will work primarily during business hours M-F, 8-4 or 9-5, and will spend significant time in the field conducting home visits. Field work may involve climbing stairs and traveling during all weather via public transportation or driving the agency vehicle.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/18/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Case Manager Safe Haven	The Case Manager will provide case management services to homeless individuals, some with multiple disabilities, in order to assist the individual in the transition to permanent housing. This position will report to the Clinical Coordinator.	EXPERIENCE: Four years of work experience, experience working with homeless adults and substance abuse issues preferred; Experience with harm reduction and motivational interviewing techniques	Posted: 7/24/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> -Conduct an initial assessment/intake of incoming clients who are referred by NYC Department of Homeless Services -Conduct psychosocial evaluations -Connect clients to onsite psychiatric services -Connect clients to medical treatment & substance abuse treatment facilities when applicable -Help clients obtain identification, public benefits and other applicable income sources -Meet regularly with clients to assess needs and develop Individual Living Plans (ILP) -Prepare all documentation for housing applications; Assist and counsel clients in the process of obtaining permanent housing - Maintain record keeping in compliance with agency standards as well as those of City and State agencies; manage caseload of approximately 18 clients and facilitate groups -Intervene in crisis situations; provide clinical support to Residential Aide staff -Escort clients to appointments when needed -Performs other related duties as assigned 	<p>EDUCATION: Bachelors Degree or equivalent work experience</p> <p>COMPUTER SKILLS: Microsoft Office Suite and electronic case record systems; Experience with Foothold technology preferred.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Connections Housing Advocate	The Connections Housing Advocate works with chronic street homeless individuals living in Brooklyn and Queens. Specifically, s/he will work with the client to deliver comprehensive housing placement and case management services that include but are not limited to obtaining a TB test, securing income (in collaboration with the Entitlements Unit), obtaining identification, completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010e and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. Connections Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing.	Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree preferred, in Social Work or a related field. Microsoft Office Suite and electronic record keeping. Bi-lingual (English/Spanish)	Posted: 9/18/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Citywide	<p>ESSENTIAL DUTIES:</p> <p>Complete steps necessary to place client into safe haven and/or stabilization bed</p> <p>Complete steps necessary for submission of client's HRA 2010e application</p> <p>Escort clients to appointments</p> <p>Develop and maintain recordkeeping files and databases, completion of necessary reports, data entry</p> <p>Collaborate with the team of other Housing Advocates</p> <p>Liaise/collaborate with other service providers/case managers/social workers, etc.</p> <p>Performs other related duties</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Connections Housing Advocate	The Connections Housing Advocate works with chronic street homeless individuals living in Brooklyn and Queens. Specifically, s/he will work with the client to deliver comprehensive housing placement and case management services that include but are not limited to obtaining a TB test, securing income (in collaboration with the Entitlements Unit), obtaining identification, completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010e and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. Connections Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing.	Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree preferred, in Social Work or a related field. Microsoft Office Suite and electronic record keeping. Bi-lingual (English/Spanish)	Posted: 7/24/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Citywide	<p>ESSENTIAL DUTIES:</p> <p>Complete steps necessary to place client into safe haven and/or stabilization bed</p> <p>Complete steps necessary for submission of client's HRA 2010e application</p> <p>Escort clients to appointments</p> <p>Develop and maintain recordkeeping files and databases, completion of necessary reports, data entry</p> <p>Collaborate with the team of other Housing Advocates</p> <p>Liaise/collaborate with other service providers/case managers/social workers, etc.</p> <p>Performs other related duties</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Connections Housing Advocate	Breaking Ground's mission is to strengthen individuals, families, and communities by developing and sustaining exceptional supportive and affordable housing as well as programs for homeless and other vulnerable New Yorkers.	Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree preferred, in Social Work or a related field. Microsoft Office Suite and electronic record keeping. Bi-lingual (English/Spanish) preferred.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Citywide	<p>The Connections Housing Advocate works with chronic street homeless individuals living in Brooklyn and Queens. Specifically, s/he will work with the client to deliver comprehensive housing placement and case management services that include but are not limited to obtaining a TB test, securing income (in collaboration with the Entitlements Unit), obtaining identification, completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010E and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. The Connections Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing.</p> <p>ESSENTIAL DUTIES:</p> <p>Complete steps necessary to place client into safe haven and/or stabilization bed Complete steps necessary for submission of client's HRA 2010E application Escort clients to appointments Develop and maintain recordkeeping files and databases, completion of necessary reports, data entry Collaborate with the team of other Housing Advocates with the goal of achieving program goals Liaise/collaborate with other service providers/case managers/social workers, etc. Performs other related duties</p>	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled		Salary: Pay/Hr:	

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Connections Housing Advocate	completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010e and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. Connections Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing.	Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree preferred, in Social Work or a related field. Microsoft Office Suite and electronic record keeping. Bi-lingual (English/Spanish)	Posted: 7/24/2017 Benefits: Unknown	FT/PT: FT Hrs/Week:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Citywide	<p>ESSENTIAL DUTIES:</p> <p>Complete steps necessary to place client into safe haven and/or stabilization bed</p> <p>Complete steps necessary for submission of client's HRA 2010e application</p> <p>Escort clients to appointments</p> <p>Develop and maintain recordkeeping files and databases, completion of necessary reports, data entry</p> <p>Collaborate with the team of other Housing Advocates</p> <p>Liaise/collaborate with other service providers/case managers/social workers, etc.</p> <p>Performs other related duties</p>	To Apply: www.breakingground.org/careers		Salary: Pay/Hr:	

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Dir.Breaking Ground Leasing	The Director of Breaking Ground Leasing is responsible for managing the selection of applicants for affordable housing owned and/or managed by Breaking Ground. S/he will supervise a team of staff who work directly with applicants and pair them with available units. S/he will conduct all job related duties in compliance with LIHTC guidelines, other housing contracts and equal housing opportunity laws.	Familiarity with Tax Credit Compliance in a Real Estate Finance Environment, two (2) years of comparable work experience in supportive housing, property management, social services or a closely related field. Minimum of two (2) years of management experience.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Oversee a team of staff responsible for managing the day-to-day leasing operations for affordable housing properties owned and/or managed by Breaking Ground</p> <p>Work in close partnership with the Director of 3rd Party Leasing and Director or Compliance to ensure occupancy standards and compliance with regulatory agreements</p> <p>Coordinate with Housing Operations and site staff to coordinate leasing related issues/tasks</p> <p>Manage reporting/data collection for properties in portfolio - occupancy statistics, outcomes, demographics, etc.</p> <p>Oversee selection of applicants</p> <p>Communicate with housing applicants</p> <p>Performs other related duties as assigned</p>	<p>Experience and commitment to working with low income populations. Working knowledge of Low Income Housing Tax Credits and Section 8, DHCR Rent Stabilization Law, Rent Guidelines Board and Fair Housing.</p> <p>Detail oriented and organized. Flexibility, creativity and initiative to work both independently and as part of a team.</p> <p>Superior writing and analytical skills.</p> <p>Ability to interact effectively with all levels of staff and management.</p> <p>Bachelor's or equivalent experience</p> <p>Proficiency in Microsoft Office - including Word, Excel, Access, and Outlook.</p> <p>Breaking Ground's leasing staff operates under aggressive benchmarks/goals. Requires visiting buildings and leasing offices throughout NYC. In addition, variations in turn over of units creates an environment that is fast-paced and challenging. Staff are called upon to make decisions based on facts not emotions which can be difficult given the needs of the applicant pool.</p>			
			To Apply: www.breakingground.org/careers			
			EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Housing Advocate	The Housing Advocate will contribute to solving homelessness by providing supportive case management and housing placement services to chronic street homeless individuals in our Manhattan catchment area (As defined through Common Ground's partnership with the Manhattan Outreach Consortium). Specifically, s/he will work with the client to deliver comprehensive housing placement and case management services that include but are not limited to obtaining a TB test, securing income (in collaboration with the Entitlements Unit), obtaining identification, completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010e and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. The Housing Advocate will also work with anyone who is street homeless in the Street to Home catchment area to the extent that it is in compliance with program operations and agency mission. The Housing Advocate is required to respond to 311's during his/her shift and canvass for clients during cold/hot weather alerts. The Housing Advocate will work closely with clients, members of the Street to Home team, including the Clinical Coordinator, and partner agencies to prepare clients for permanent housing.	EDUCATION Undergraduate degree strongly preferred EXPERIENCE Preference given to those with experience working among homeless men and women SKILLS Excellent interpersonal and problems solving skills Preference given to those bilingual in Spanish and English LICENSES AND CERTIFICATION Valid NY state driver's license COMPUTER SKILLS Proficiency with Microsoft Office (Word, Outlook, Excel) and Microsoft Access database Ability to handle multiple tasks in a fast paced, dynamic team environment and willingness to shift easily between various responsibilities. This position will require street outreach and engagement of homeless individuals. Available shifts may include 5:30 a.m. - 1:30 p.m. and 9:30 a.m. - 5:30 p.m. To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	ESSENTIAL DUTIES: Engage chronically street homeless individuals on the streets of Manhattan Assess clients for appropriate housing environment Complete housing applications Escort clients to appointments to obtain benefits, medical checkups, etc. Communicate with team members through progress notes, program databases, reports, staff meetings, and weekly clinical supervision Liaison with other service providers on behalf of clients Performs other related duties as assigned				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA -- -- -- -- -- HR Department -- Aff.	Housing Advocate Manhattan	<p>The Housing Advocate will contribute to solving homelessness by providing supportive case management and housing placement services to chronic street homeless individuals in our Manhattan catchment area (As defined through Common Ground's partnership with the Manhattan Outreach Consortium). Specifically, s/he will work with the client to deliver comprehensive housing placement and case management services that include but are not limited to obtaining a TB test, securing income (in collaboration with the Entitlements Unit), obtaining identification, completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010e and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. The Housing Advocate will also work with anyone who is street homeless in the Street to Home catchment area to the extent that it is in compliance with program operations and agency mission. The Housing Advocate is required to respond to 311's during his/her shift and canvass for clients during cold/hot weather alerts. The Housing Advocate will work closely with clients, members of the Street to Home team, including the Clinical Coordinator, and partner agencies to prepare clients for permanent housing.</p> <p>ESSENTIAL DUTIES:</p> <p>Engage chronically street homeless individuals on the streets of Manhattan</p> <p>Assess clients for appropriate housing environment</p> <p>Complete housing applications</p> <p>Escort clients to appointments to obtain benefits, medical checkups, etc.</p> <p>Communicate with team members through progress notes, program databases, reports, staff meetings, and weekly clinical supervision</p> <p>Liaison with other service providers on behalf of clients</p> <p>Performs other related duties as assigned</p>	<p>EDUCATION</p> <p>Bachelor's degree or equivalent experience</p> <p>EXPERIENCE</p> <p>Preference given to those with experience working among homeless men and women</p> <p>SKILLS</p> <p>Excellent interpersonal and problems solving skills</p> <p>Preference given to those bilingual in Spanish and English</p> <p>LICENSES AND CERTIFICATION</p> <p>Valid NY state driver's license</p> <p>COMPUTER SKILLS</p> <p>Proficiency with Microsoft Office (Word, Outlook, Excel) and Microsoft Access database</p> <p>Ability to handle multiple tasks in a fast paced, dynamic team environment and willingness to shift easily between various responsibilities. This position will require street outreach and engagement of homeless individuals. Available shifts may include 5:30 a.m. - 1:30 p.m. and 9:30 a.m. - 5:30 p.m.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/18/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Housing Advocate Outreach Manhattan	<p>The Housing Advocate will contribute to solving homelessness by providing supportive case management and housing placement services to chronic street homeless individuals in our Manhattan catchment area (As defined through Breaking Ground's partnership with the Manhattan Outreach Consortium).</p> <p>Specifically, s/he will work with the client to deliver comprehensive housing placement and case management services that include but are not limited to obtaining a TB test, securing income (in collaboration with the Entitlements Unit), obtaining identification, completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010e and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. The Housing Advocate will also work with anyone who is street homeless in the Street to Home catchment area to the extent that it is in compliance with program operations and agency mission. The Housing Advocate is required to respond to 311's during his/her shift and canvass for clients during cold/hot weather alerts. The Housing Advocate will work closely with clients, members of the Street to Home team, including the Team Leaders, Assistant Community Director and Community Director and partner agencies to prepare clients for permanent housing.</p> <p>ESSENTIAL DUTIES:</p> <p>Engage chronically street homeless individuals on the streets of Manhattan</p> <p>Assess clients for appropriate housing environment</p> <p>Complete housing applications</p> <p>Escort clients to appointments to obtain benefits, medical checkups, etc</p> <p>Communicate with team members through progress notes, program databases reports staff meetings, and weekly clinical supervision</p> <p>Liaison with other service providers on behalf of clients</p> <p>Performs other related duties as assigned</p>	<p>EDUCATION: Undergraduate degree or equivalent experience</p> <p>EXPERIENCE: At least two years working in the same or similar work environment, experience working with homeless population preferred</p> <p>SKILLS: Excellent interpersonal and problems solving skills, bilingual in Spanish and English preferred</p> <p>LICENSES AND CERTIFICATION: Must have valid New York state driver's license</p> <p>COMPUTER SKILLS: Proficiency with Microsoft Office (Word, Outlook, Excel) and Microsoft Access database</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 7/24/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Housing Advocate Outreach Manhattan	<p>The Housing Advocate will contribute to solving homelessness by providing supportive case management and housing placement services to chronic street homeless individuals in our Manhattan catchment area (As defined through Breaking Ground's partnership with the Manhattan Outreach Consortium).</p> <p>Specifically, s/he will work with the client to deliver comprehensive housing placement and case management services that include but are not limited to obtaining a TB test, securing income (in collaboration with the Entitlements Unit), obtaining identification, completing psychosocial assessments, facilitating psychiatric evaluations, complete the HRA 2010e and other appropriate housing applications, and to secure safe haven, stabilization bed, and ultimately permanent housing placement. Housing Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. The Housing Advocate will also work with anyone who is street homeless in the Street to Home catchment area to the extent that it is in compliance with program operations and agency mission. The Housing Advocate is required to respond to 311's during his/her shift and canvass for clients during cold/hot weather alerts. The Housing Advocate will work closely with clients, members of the Street to Home team, including the Team Leaders, Assistant Community Director and Community Director and partner agencies to prepare clients for permanent housing.</p> <p>ESSENTIAL DUTIES:</p> <p>Engage chronically street homeless individuals on the streets of Manhattan</p> <p>Assess clients for appropriate housing environment</p> <p>Complete housing applications</p> <p>Escort clients to appointments to obtain benefits, medical checkups, etc</p> <p>Communicate with team members through progress notes, program databases reports staff meetings, and weekly clinical supervision</p> <p>Liaison with other service providers on behalf of clients</p> <p>Performs other related duties as assigned</p>	<p>EDUCATION: Undergraduate degree or equivalent experience</p> <p>EXPERIENCE: Atleast two years working in the same or similar work environment, experience working with homeless population preferred</p> <p>SKILLS: Excellent interpersonal and problems solving skills, bilingual in Spanish and English preferred</p> <p>LICENSES AND CERTIFICATION: Must have valid New York state driver's license</p> <p>COMPUTER SKILLS: Proficiency with Microsoft Office (Word, Outlook, Excel) and Microsoft Access database</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 8/7/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Housing Advocate Outreach Citywide	<p>The Outreach Housing Advocate works with street homeless individuals living in Brooklyn and Queens. Specifically, s/he will conduct street outreach with the objective of engaging individuals to determine their eligibility for Street to Home services and to help secure appropriate housing solutions for all people who are street homeless. If chronic, Outreach Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. If not chronic, Outreach Advocate will utilize available resources to secure other housing placements.</p> <p>The Outreach Advocate will work with a partner at all times and will spend the majority of the shift in an automobile conducting street outreach. The incumbent will respond to 311 calls and community concerns; participate in Code Blue and Code Red alerts; identify new hotspots/encampments and work to eradicate existing hot spots/encampments; conduct a bi-annual vulnerability index on all clients in their catchment area; and enter all required data into outreach database(s).</p> <p>ESSENTIAL DUTIES:</p> <p>Engage all persons on the street who appear homeless. Create and maintain active registry of chronic homeless clients; non-chronic included in registry Conduct vulnerability assessment Attend clinical supervision and training. Develop and maintain recordkeeping files and databases, completion of necessary reports and data entry. Collaborate with Parks Dept, NYPD, DSNY, MTA, and other agencies Respond to 311 calls Participate in Code Blue/Red Monitor encampments Performs other related duties as assigned.</p>	<p>Two years related work experience Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills Bachelor's degree or equivalent education and experience Microsoft Office Suite and electronic record keeping Bi-lingual (English/Spanish) preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 6/26/2017 Benefits: Unknown</p>	<p>FT/PT: PT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Intake & Elig. Specialist	The Intake & Eligibility Specialist is responsible for screening applicants for both Breaking Ground's supportive housing apartments and affordable housing that is managed by Breaking Ground and for profit developers. S/he will work directly with low-income and special needs applicants and pair them with available units. S/he will conduct all job related duties in compliance with LIHTC guidelines, other housing contracts and equal housing opportunity laws.	Two (2) years of comparable work experience in supportive housing, property management, social services or a closely related field. Experience and/or commitment to working with low income populations. Working knowledge of Low Income Housing Tax Credits and Section 8. Detail oriented and organized. Flexibility, creativity and initiative to work both independently and as part of a team. Superior writing and analytical skills. Ability to interact effectively with applicants, tenants and with all levels of staff and management. Bachelor's or equivalent experience Proficiency in Microsoft Office - including Word, Excel, Access, and Outlook.	Posted: 8/21/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES:</p> <p>Prepare/Send/Track Interview Invite letters to eligible applicants</p> <p>Schedule and conduct applicant Interviews</p> <p>Facilitate collection and submission of required applicant documents, Request and/or Collect Required Documents (Contact applicants to update documents as needed)</p> <p>Perform credit/criminal background checks, determine initial eligibility of applicants and send initial eligible and ineligible letters to applicants</p> <p>Request & review initial verifications of applicants' housing/income/assets (applicants & 3rd parties)</p> <p>Assemble File for transfer to Leasing Specialist</p> <p>Performs other related duties as assigned (e.g. unit showings, lease signings, reporting, administrative tasks, etc.)</p>	<p>Breaking Ground's leasing staff operates under aggressive benchmarks/goals. In addition, variations in turn over of units creates an environment that is fast-paced and challenging. Staff are called upon to make decisions based on facts not emotions which can be difficult given the needs of the applicant pool.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Intake & Elig. Specialist	The Intake & Eligibility Specialist is responsible for screening applicants for both Breaking Ground's supportive housing apartments and affordable housing that is managed by Breaking Ground and for profit developers. S/he will work directly with low-income and special needs applicants and pair them with available units. S/he will conduct all job related duties in compliance with LIHTC guidelines, other housing contracts and equal housing opportunity laws.	Two (2) years of comparable work experience in supportive housing, property management, social services or a closely related field. Experience and/or commitment to working with low income populations. Working knowledge of Low Income Housing Tax Credits and Section 8. Detail oriented and organized. Flexibility, creativity and initiative to work both independently and as part of a team. Superior writing and analytical skills. Ability to interact effectively with applicants, tenants and with all levels of staff and management. Bachelor's or equivalent experience Proficiency in Microsoft Office - including Word, Excel, Access, and Outlook.	Posted: 7/24/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES:</p> <p>Prepare/Send/Track Interview Invite letters to eligible applicants</p> <p>Schedule and conduct applicant Interviews</p> <p>Facilitate collection and submission of required applicant documents, Request and/or Collect Required Documents (Contact applicants to update documents as needed)</p> <p>Perform credit/criminal background checks, determine initial eligibility of applicants and send initial eligible and ineligible letters to applicants</p> <p>Request & review initial verifications of applicants' housing/income/assets (applicants & 3rd parties)</p> <p>Assemble File for transfer to Leasing Specialist</p> <p>Performs other related duties as assigned (e.g. unit showings, lease signings, reporting, administrative tasks, etc.)</p>	<p>Breaking Ground's leasing staff operates under aggressive benchmarks/goals. In addition, variations in turn over of units creates an environment that is fast-paced and challenging. Staff are called upon to make decisions based on facts not emotions which can be difficult given the needs of the applicant pool.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Intake & Eligibility Spclst	The Intake & Eligibility Specialist is responsible for screening applicants for both Breaking Ground's supportive housing apartments and affordable housing that is managed by Breaking Ground and for profit developers. S/he will work directly with low-income and special needs applicants and pair them with available units. S/he will conduct all job related duties in compliance with LIHTC guidelines, other housing contracts and equal housing opportunity laws.	Two (2) years of comparable work experience in supportive housing, property management, social services or a closely related field. Experience and/or commitment to working with low income populations. Working knowledge of Low Income Housing Tax Credits and Section 8. Detail oriented and organized. Flexibility, creativity and initiative to work both independently and as part of a team. Superior writing and analytical skills. Ability to interact effectively with applicants, tenants and with all levels of staff and management. Bachelor's or equivalent experience Proficiency in Microsoft Office - including Word, Excel, Access, and Outlook.	Posted: 9/18/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES:</p> <p>Prepare/Send/Track Interview Invite letters to eligible applicants</p> <p>Schedule and conduct applicant interviews</p> <p>Facilitate collection and submission of required applicant documents, Request and/or Collect Required Documents (Contact applicants to update documents as needed)</p> <p>Perform credit/criminal background checks, determine initial eligibility of applicants and send initial eligible and ineligible letters to applicants</p> <p>Request & review initial verifications of applicants' housing/income/assets (applicants & 3rd parties)</p> <p>Assemble File for transfer to Leasing Specialist</p> <p>Performs other related duties as assigned (e.g. unit showings, lease signings, reporting, administrative tasks, etc.)</p>	<p>Breaking Ground's leasing staff operates under aggressive benchmarks/goals. In addition, variations in turn over of units creates an environment that is fast-paced and challenging. Staff are called upon to make decisions based on facts not emotions which can be difficult given the needs of the applicant pool.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Leasing Specialist Manhattan	<p>Breaking Ground's mission is to strengthen individuals, families and communities by developing and sustaining exceptional supportive and affordable housing as well as programs for homeless and other vulnerable New Yorkers.</p> <p>The Leasing Specialist supports the efforts of Breaking Ground to lease up and keep occupied Breaking Ground's more than 2000 units of supportive housing apartments and in affordable housing that is managed by Breaking Ground and for profit developers. S/he will work directly with low-income and special needs applicants who are applying for housing. S/he will conduct all job related duties in compliance with LIHTC guidelines, other housing contracts and equal housing opportunity laws.</p> <p>ESSENTIAL DUTIES:</p> <p>Create HPD/HDC file and get updated documents</p> <p>Create, scan and submit file to BG Compliance for review and to HPD/HDC as required</p> <p>Conduct employment/asset/applicant phone verifications</p> <p>Generate initial leases and assist in procurement of SRO-MOD and Shelter Plus Care applications</p> <p>Organize files for supervisor review</p> <p>Request and obtain special needs move-in funds</p> <p>Conduct lease signings and initial unit inspections for the partnered sites</p> <p>Ensure subtenants and/or tenants seeking unit changes meet income requirements for the site</p> <p>Assist with housing lotteries</p> <p>Performs other related duties as assigned</p>	<p>Two (2) years of comparable work experience in supportive housing, property management, social services or a closely related field</p> <p>Experience and/or commitment to working with low income populations. Working knowledge of Low Income Housing Tax Credits, Section 8, (NYCHA and HPD) DHCR, Rent Stabilization Law, Rent Guidelines Board and Fair Housing</p> <p>Detail oriented and organized. Flexibility, creativity and initiative to work both independently and as part of a team. Superior writing and analytical skills</p> <p>Ability to interact effectively with applicants, tenants and with all levels of staff and management</p> <p>EDUCATION: Bachelor's or equivalent experience</p> <p>COMPUTER SKILLS: Proficiency in Microsoft Office - including Word, Excel, Access, and Outlook</p> <p>Breaking Ground's leasing staff operates under aggressive benchmarks/goals. Requires visiting buildings and leasing offices throughout NYC that are owned and/or managed by Common Ground. In addition, variations in turn over of units creates an environment that is fast-paced and challenging. Staff are called upon to make decisions based on facts not emotions which can be difficult given the needs of the applicant pool.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 8/7/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Outreach Housing Advocate Citywide	<p>The Outreach Housing Advocate works with street homeless individuals living in Brooklyn and Queens. Specifically, s/he will conduct street outreach with the objective of engaging individuals to determine their eligibility for Street to Home services and to help secure appropriate housing solutions for all people who are street homeless. If chronic, Outreach Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. If not chronic, Outreach Advocate will utilize available resources to secure other housing placements.</p> <p>Outreach Advocate will work with a partner at all times and will spend the majority of the shift in an automobile conducting street outreach. The incumbent will respond to 311 calls and community concerns; participate in Code Blue and Code Red alerts; identify new hotspots/encampments and work to eradicate existing hot spots/encampments; conduct a bi-annual vulnerability index on all clients in their catchment area; and enter all required data into outreach database(s).</p> <p>ESSENTIAL DUTIES:</p> <p>Engage all persons on the street who appear homeless Create and maintain active registry of chronic homeless clients; non-chronic included in registry Conduct vulnerability assessment Attend clinical supervision and training Develop and maintain recordkeeping files and databases, completion of necessary reports and data entry Collaborate with Parks Dept, NYPD, DSNY, MTA, and other agencies Respond to 311 calls Participate in Code Blue/Red Monitor encampments Performs other related duties as assigned</p>	<p>Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree or equivalent Microsoft Office Suite and electronic record keeping Bi-lingual (English/Spanish) preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/5/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Outreach Housing Advocate Citywide	<p>The Outreach Housing Advocate works with street homeless individuals living in Brooklyn and Queens. Specifically, s/he will conduct street outreach with the objective of engaging individuals to determine their eligibility for Street to Home services and to help secure appropriate housing solutions for all people who are street homeless. If chronic, Outreach Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. If not chronic, Outreach Advocate will utilize available resources to secure other housing placements.</p> <p>Outreach Advocate will work with a partner at all times and will spend the majority of the shift in an automobile conducting street outreach. The incumbent will respond to 311 calls and community concerns; participate in Code Blue and Code Red alerts; identify new hotspots/encampments and work to eradicate existing hot spots/encampments; conduct a bi-annual vulnerability index on all clients in their catchment area; and enter all required data into outreach database(s).</p> <p>ESSENTIAL DUTIES:</p> <p>Engage all persons on the street who appear homeless Create and maintain active registry of chronic homeless clients; non-chronic included in registry Conduct vulnerability assessment Attend clinical supervision and training Develop and maintain recordkeeping files and databases, completion of necessary reports and data entry Collaborate with Parks Dept, NYPD, DSNY, MTA, and other agencies Respond to 311 calls Participate in Code Blue/Red Monitor encampments Performs other related duties as assigned</p>	<p>Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree or equivalent Microsoft Office Suite and electronic record keeping Bi-lingual (English/Spanish) preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/5/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

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Breaking Ground -- SHA HR Department -- Aff.	Outreach Housing Advocate Citywide	<p>The Outreach Housing Advocate works with street homeless individuals living in Brooklyn and Queens. Specifically, s/he will conduct street outreach with the objective of engaging individuals to determine their eligibility for Street to Home services and to help secure appropriate housing solutions for all people who are street homeless. If chronic, Outreach Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. If not chronic, Outreach Advocate will utilize available resources to secure other housing placements.</p> <p>Outreach Advocate will work with a partner at all times and will spend the majority of the shift in an automobile conducting street outreach. The incumbent will respond to 311 calls and community concerns; participate in Code Blue and Code Red alerts; identify new hotspots/encampments and work to eradicate existing hot spots/encampments; conduct a bi-annual vulnerability index on all clients in their catchment area; and enter all required data into outreach database(s).</p> <p>ESSENTIAL DUTIES:</p> <p>Engage all persons on the street who appear homeless Create and maintain active registry of chronic homeless clients; non-chronic included in registry Conduct vulnerability assessment Attend clinical supervision and training Develop and maintain recordkeeping files and databases, completion of necessary reports and data entry Collaborate with Parks Dept, NYPD, DSNY, MTA, and other agencies Respond to 311 calls Participate in Code Blue/Red Monitor encampments Performs other related duties as assigned</p>	<p>Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree or equivalent Microsoft Office Suite and electronic record keeping Bi-lingual (English/Spanish) preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/18/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

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Breaking Ground -- SHA HR Department -- Aff.	Outreach Housing Advocate Citywide	<p>The Outreach Housing Advocate works with street homeless individuals living in Brooklyn and Queens. Specifically, s/he will conduct street outreach with the objective of engaging individuals to determine their eligibility for Street to Home services and to help secure appropriate housing solutions for all people who are street homeless. If chronic, Outreach Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. If not chronic, Outreach Advocate will utilize available resources to secure other housing placements.</p> <p>Outreach Advocate will work with a partner at all times and will spend the majority of the shift in an automobile conducting street outreach. The incumbent will respond to 311 calls and community concerns; participate in Code Blue and Code Red alerts; identify new hotspots/encampments and work to eradicate existing hot spots/encampments; conduct a bi-annual vulnerability index on all clients in their catchment area; and enter all required data into outreach database(s).</p> <p>ESSENTIAL DUTIES:</p> <p>Engage all persons on the street who appear homeless Create and maintain active registry of chronic homeless clients; non-chronic included in registry Conduct vulnerability assessment Attend clinical supervision and training Develop and maintain recordkeeping files and databases, completion of necessary reports and data entry Collaborate with Parks Dept, NYPD, DSNY, MTA, and other agencies Respond to 311 calls Participate in Code Blue/Red Monitor encampments Performs other related duties as assigned</p>	<p>Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree or equivalent Microsoft Office Suite and electronic record keeping Bi-lingual (English/Spanish) preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 8/7/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

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Breaking Ground -- SHA HR Department -- Aff.	Outreach Housing Advocate Citywide	<p>The Outreach Housing Advocate works with street homeless individuals living in Brooklyn and Queens. Specifically, s/he will conduct street outreach with the objective of engaging individuals to determine their eligibility for Street to Home services and to help secure appropriate housing solutions for all people who are street homeless. If chronic, Outreach Advocate will build a relationship with client utilizing motivational interviewing to encourage client to work towards permanent housing. If not chronic, Outreach Advocate will utilize available resources to secure other housing placements.</p> <p>Outreach Advocate will work with a partner at all times and will spend the majority of the shift in an automobile conducting street outreach. The incumbent will respond to 311 calls and community concerns; participate in Code Blue and Code Red alerts; identify new hotspots/encampments and work to eradicate existing hot spots/encampments; conduct a bi-annual vulnerability index on all clients in their catchment area; and enter all required data into outreach database(s).</p> <p>ESSENTIAL DUTIES:</p> <p>Engage all persons on the street who appear homeless Create and maintain active registry of chronic homeless clients; non-chronic included in registry Conduct vulnerability assessment Attend clinical supervision and training Develop and maintain recordkeeping files and databases, completion of necessary reports and data entry Collaborate with Parks Dept, NYPD, DSNY, MTA, and other agencies Respond to 311 calls Participate in Code Blue/Red Monitor encampments Performs other related duties as assigned</p>	<p>Two years related work experience. Knowledge of local benefit agencies (Public Assistance). Familiarity with substance abuse, mental health and employment issues. Strong oral and written communication skills. Bachelor's degree or equivalent Microsoft Office Suite and electronic record keeping Bi-lingual (English/Spanish) preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 7/24/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Sen. Analyst, Leasing	The Senior Analyst, Leasing & Compliance position serves as a quality assurance analyst for the department. S/he also identifies areas for process improvement and assists in carrying ideas out. This position ensures that the department will meet its contractual obligations in a more efficient manner.	Bachelor's degree or relevant work experience Familiarity with tax credit compliance in a Real Estate finance environment. Familiarity with affordable housing and related programs in New York City. Working knowledge of Low Income Housing Tax Credits and Section 8. Flexibility, creativity and initiative to work both independently and as part of a team. Superior writing and analytical skills. Ability to interact effectively with all levels of staff and management. Advanced proficiency with Microsoft Office - including Word, Excel, Access and Outlook. Experience with industry-standard property management software.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Work in close partnership with members of the Leasing & Compliance teams to ensure quality control with various reports. This includes, but is not limited to, affordable housing lottery logs, handover tracking sheets, unit designations, syndicator reports, annual registrations, etc.</p> <p>Take meeting minutes for daily and weekly calls. This includes, but is not limited to: calls within Leasing & Compliance and calls with third-party developers. Distribute said notes in designated timeframes.</p> <p>Spot check Leasing Reports for affordable housing properties, identify errors, and offer solutions or training.</p> <p>Visit properties experiencing logjams or delays in applicant processing and offer solutions or possible efficiencies.</p> <p>Assist Compliance in recertification troubleshooting and action planning. Offer solutions or efficiencies.</p> <p>Review process mapping for Leasing & Compliance and identify efficiencies within the process.</p> <p>Participate in Leasing & Compliance team meetings and track goal targets.</p> <p>Perform other related duties as assigned.</p>	<p>Breaking Ground's Leasing & Compliance staff operates under aggressive benchmarks/goals. Requires visiting buildings and leasing offices throughout NYC that are owned and/or managed by Breaking Ground or its partners.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

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Breaking Ground -- SHA	Shared Services Coordinator	This position supports both Data Services and programs in the design, implementation, and use of web-based application tools, and provides technical assistance. The Shared Services Coordinator supports BG operations and programming by building strong systems, communication, and feedback on all data services related projects and reports.	Experience in designing systems or extensive experience as user/consumer of systems and providing feedback to designers Good interpersonal skills, organized and thorough, comfortable working in ambiguity, working with diverse populations, technical aptitude, intellectual curiosity BA or equivalent Comfortable working in web-based applications and databases	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Service as internal support for organization wide and/or significant external web hosted services</p> <p>Act as liaison between software hosts, IT, end users and staff training</p> <p>Develop technical expertise in SharePoint, RealPage database, and AWARDS web-hosted database</p> <p>Manage user permissions and roles in internal and external databases</p> <p>Provide individual and group support and training across programs</p> <p>Manage SharePoint structure and user interface</p> <p>Produce and provide regular reports as requested</p>	<p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Team Leader	The Team Leader (TL) works with street homeless individuals in Manhattan, as well as those engaged in the Grand Central Partnership catchment area. TL will supervise a team of up to 6 Housing Advocates including weekly supervision, team meetings, performance planning, and scheduling. The TL will conduct street outreach, engaging individuals to determine homelessness history, services needed and appropriate placement options. The TL will be responsible for gaining a holistic understanding of the homeless population in their respective catchment area/program and will work in collaboration with the Program Director, Assistant Program Director, second Team Leader, and other relevant parties to implement appropriate housing and service solutions.	EXPERIENCE - Preferred 5 years working with homeless or disabled populations and supervisory experience preferred.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>The TL will be expected to provide clinical, case management, and operational guidance to his/her supervisees, help coordinate outreach activities and operations, and will be responsible for ensuring that all required reporting, paperwork, procedures and protocols are followed. When applicable, the TL will be trained in performing 9.58 removals and will be expected to clinically evaluate situations and determine when a removal is necessary. The TL will spend extensive time conducting field work. The incumbent will respond to community concerns, oversee Code Red/Blue alerts, help to identify new hotspots/encampments and work to eradicate existing hotspots/encampments, liaison with partner agencies (MOC & GCP), collaborate with fellow program supervisory staff, and complete necessary reports and documentation.</p> <p>ESSENTIAL DUTIES:</p> <p>Provide clinical direction, leadership and direct supervision of up to 6 Housing Advocates</p> <p>Collaborate with program supervisory staff to meet program goals</p> <p>Conduct outreach, engaging and assessing homeless adults</p> <p>Assess and evaluate client safety, involuntary removals, and other clinical interventions</p> <p>Respond to community concerns, including 311 calls, inquiries routed through GCP, and encampment engagement</p> <p>Provide leadership during Code Blue/Red Alerts</p>	<p>SKILLS - Excellent assessment skills, creative, person centered problem solving, ability to delegate and motivate. Should possess excellent organizational and time management skills. Ability to communicate and work with diverse populations. Detail oriented and can manage team tasks, excellent verbal and written communication.</p> <p>EDUCATION - BA/BS required, LMSW preferred</p> <p>COMPUTER SKILLS - Microsoft Office and Outlook required. Excel, Powerpoint and Access preferred</p> <p>SPECIAL QUALIFICATIONS - Bi/Multi-lingual preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		Coordinate delivery of care with other agencies Ensures completion of required documentation, including reports and data entry Performs other related duties as assigned				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Team Leader	The Team Leader (TL) works with street homeless individuals in Manhattan, as well as those engaged in the Grand Central Partnership catchment area. TL will supervise a team of up to 8 Housing Advocates including weekly supervision, team meetings, performance planning, and scheduling. The TL will conduct street outreach, engaging individuals to determine homelessness history, services needed and appropriate placement options. The TL will be responsible for gaining a holistic understanding of the homeless population in their respective catchment area/program and will work in collaboration with the Program Director, Assistant Program Director, second Team Leader, and other relevant parties to implement appropriate housing and service solutions.	Preferred 5 years working with homeless or disabled populations and supervisory experience <ul style="list-style-type: none"> Excellent assessment skills, creative, person centered problem solving, ability to delegate and motivate. Should possess excellent organizational and time management skills. Ability to communicate and work with diverse populations. Detail oriented and can manage team tasks, excellent verbal and written communication Bachelor's degree or equivalent, LMSW preferred Microsoft Office and Outlook required. Excel, PowerPoint and Access preferred Bi/Multi-lingual preferred 	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>The TL will be expected to provide clinical, case management, and operational guidance to his/her supervisees, help coordinate outreach activities and operations, and will be responsible for ensuring that all required reporting, paperwork, procedures and protocols are followed. When applicable, the TL will be trained in performing 9.58 removals and will be expected to clinically evaluate situations and determine when a removal is necessary. The TL will spend extensive time conducting field work. The incumbent will respond to community concerns, oversee Code Red/Blue alerts, help to identify new hotspots/encampments and work to eradicate existing hotspots/encampments, liaison with partner agencies (MOC & GCP), collaborate with fellow program supervisory staff, and complete necessary reports and documentation.</p> <p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> Provide clinical direction, leadership and direct supervision of up to 6 Housing Advocates Collaborate with program supervisory staff to meet program goals Conduct outreach, engaging and assessing homeless adults Assess and evaluate client safety, involuntary removals, and other clinical interventions Respond to community concerns, including 311 calls, inquiries routed through GCP, and encampment engagement Provide leadership during Code Blue/Red Alerts 	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

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		<ul style="list-style-type: none">• Coordinate delivery of care with other agencies• Ensures completion of required documentation, including reports and data entry• Performs other related duties as assigned				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
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HR Department -- Aff.	Manhattan	<p>The TL will be expected to provide clinical, case management, and operational guidance to his/her supervisees, help coordinate outreach activities and operations, and will be responsible for ensuring that all required reporting, paperwork, procedures and protocols are followed. When applicable, the TL will be trained in performing 9.58 removals and will be expected to clinically evaluate situations and determine when a removal is necessary. The TL will spend extensive time conducting field work. The incumbent will respond to community concerns, oversee Code Red/Blue alerts, help to identify new hotspots/encampments and work to eradicate existing hotspots/encampments, liaison with partner agencies (MOC & GCP), collaborate with fellow program supervisory staff, and complete necessary reports and documentation.</p> <p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> ·Provide clinical direction, leadership and direct supervision of up to 6 Housing Advocates ·Collaborate with program supervisory staff to meet program goals ·Conduct outreach, engaging and assessing homeless adults ·Assess and evaluate client safety, involuntary removals, and other clinical interventions ·Respond to community concerns, including 311 calls, inquiries routed through GCP, and encampment engagement ·Provide leadership during Code Blue/Red Alerts 	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		<div><div>·Coordinate delivery of care with other agencies</div><div>·Ensures completion of required documentation, including reports and data entry</div><div>·Performs other related duties as assigned</div></div>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Temporary Rent Administrator	Breaking Ground (formerly known as Common Ground) is currently looking for a Temporary Rent Administrator to join our team for duration of 4 to 6 months. The Temporary Rent Administrator is responsible for overseeing the rent collection process. He/she is responsible for responding to tenant questions and concerns about rent. The Temporary Rent Administrator also works closely with tenants and social services to ensure that rent is paid in full each month. Additionally, this position will work closely with the Finance department to maintain accurate and timely rent records for tenants and to develop effective strategies for addressing and solving tenant rent issues. He/she also works closely with outside counsel and with a variety of subsidy agencies. The Temporary Rent Administrator is the primary point of contact for tenant rent subsidies.	Bachelor's degree or equivalent experience · Experience working with special needs individuals; Familiarity with rent, accounting, or banking preferred · Superior organization, analytical, and interpersonal skills; Ability to work with diverse populations; Ability to work independently and as part of a team; Ability to handle multiple high priority tasks simultaneously · Current and active New York Notary preferred · Proficiency with Microsoft Office suite · Strong proficiency with creating and maintaining spreadsheets & databases	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> ·Maintain accurate income and rent information in various databases ·Prepare weekly reports of tenants' rent status, reason for arrears, current court status, Public Assistance arrears, and contact made with the individual regarding rent issues ·Prepare weekly reports following trends in general arrears issues and coordinating payment plans ·Maintain a clear and comprehensive list of due dates for all tenants in payment plans, court stipulations, and which tenants, in owing unpaid rent, are not entitled to special services within the building ·Meet with tenants to answer rent related issues ·Collaborate with social services on tenants' rent issues ·Collaborate with Entitlements Specialist to follow up on payments or grants from outside organizations ·Lead bi-weekly meetings with CUCS staff to communicate current arrears situations ·Draft legal documents, including Five Day Demand notices ·Coordinate with maintenance department regarding additional repair or replacement charges ·Complete, review, and track all subsidy and lease renewals ·Oversee tenant rent changes, including those changes that affect rent subsidies ·Provide residency letters for individuals, when applicable 	To Apply: www.breakingground.org/careers EOE/M/F/Vet/Disabled			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		<ul style="list-style-type: none"> ·Coordinate with outside counsel regarding non-payment legal action and make court appearances, when necessary ·Review legal and subsidy bills for accuracy on a monthly basis ·Perform other related duties as assigned 				
Breaking Ground -- SHA	Tenant Services Assistant	<p>The TSA supports the Tenant Services Coordinator with daily operations of the Tenant Services Office. The TSA will assist in facilitating communication, collaborating with social services and other support agencies, and interacting with the community at large. The TSA will assist with program planning, organizing tenant participation in planned activities and workshops, provide community outreach as needed, as well as providing administrative support to the Coordinator.</p> <p>ESSENTIAL DUTIES:</p> <p>Plan and execute workshops for tenants Publish the monthly building newsletter and monthly calendar Manage special events/dinners Report on outcomes, goals and data tracking Serve as tenant contact for questions, concerns, redirect tenants to appropriate staff, keep social service and building management informed of tenant involvement Assist tenants with placing maintenance request and receiving packages Perform other related duties as assigned</p>	<p>EXPERIENCE At least two years of satisfactory work experience in related human services</p> <p>SKILLS Excellent writing, interpersonal and organizational skills, ability to multitask and shift easily between tasks. Ability to work with diverse population in highly active environment, including persons with severe mental illness</p> <p>EDUCATION Bachelor degree or equivalent experience and education</p> <p>COMPUTER SKILLS Proficiency in using Microsoft Windows, particularly Word, and Excel.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/5/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>
HR Department -- Aff.	Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Tenant Services Coordinator	<p>The Lee is a supportive housing residence located on the Lower East Side that houses 263 tenants of which 55 are young adults aging out of foster care or formerly homeless.</p> <p>The Tenant Services Coordinator oversees the operation of the Tenant Services office at The Lee. This department contributes to Breaking Ground's mission of ending homelessness and providing safe, well managed permanent housing by forming a strong, supportive community through education and social programming. Activities should help combat social isolation, develop new skills, encourage independence and expose tenants to new experiences. The Tenant Services coordinator is responsible for both the administrative work required to develop these programs, but will also engage in direct tenant contact, coordinate closely with social service partners and collaborate with outside organizations.</p> <p>ESSENTIAL DUTIES:</p> <p>Oversee development and implementation of a wide range of programs /activities for Lee residents</p> <p>Recruit and manage tenant and external volunteer opportunities</p> <p>Perform administrative tasks as needed including monthly building newsletter production, monthly reports, calendar of events, etc.</p> <p>Manage program budget</p> <p>Coordinate with Building Management, CUCS, The Door, other BG programs, and outside agencies (i.e. NYCares)</p> <p>Liaise with tenants to address needs and concerns as needed</p> <p>Serve as tenant contact for questions and concerns; redirect tenants to appropriate staff; keep social service and building management informed of tenant involvement</p> <p>Perform other duties as assigned</p>	<p>Two years of satisfactory full-time work experience in Human Services or related field, or equivalent education and/or related work experience</p> <p>Excellent writing, interpersonal and organizational skills, ability to multitask and shift easily between tasks</p> <p>Ability to work with diverse population, including persons with chronic mental illness</p> <p>Outgoing and easily approachable nature preferred</p> <p>Bachelor's Degree or equivalent experience</p> <p>Proficiency in using Microsoft Windows, particularly Word Excel, Publisher and Access</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 7/24/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez</p> <p>Email: jgonzalez@breakingground.org</p>
HR Department -- Aff.	Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Tenant Services Coordinator Manhattan	<p>The Tenant Services Coordinator oversees the operation of the Tenant Services office at The Prince George. This department helps to provide safe, secure, and well managed permanent housing and contributes to Breaking Ground's overall mission of ending homelessness by working to build community and to engender tenant interactions with building staff. The goals are achieved by direct client contact, interaction with social services, and communication with outside organizations. The position reports to the Assistant Director, Programs, supervises the Tenant Services Assistant and shares an office with the CUCS Tenant Services Coordinator. The Tenant Services Coordinator works closely with Building Management; Central Intake and Finance; Permanent Housing; CUCS; and with several outside agencies.</p> <p>ESSENTIAL DUTIES:</p> <p>Oversee development and implementation of a wide range of programs and activities for Prince George residents Coordinate with Building Management, CUCS, other BG programs, and outside agencies (i.e. FoodChange; CSA Farmer; NYCares) Supervise Tenant Services Assistant and manage volunteers Manage program budget Serve as tenant contact for questions and concerns; redirect tenants to appropriate staff; keep social service and building management informed of tenant involvement. Oversee CSA program outreach and development Oversee community garden space Report on outcomes, goals and data tracking Perform other duties as assigned, flexible work schedule sometimes required</p>	<p>Baccalaureate degree from an accredited college and two (2) years of satisfactory full-time experience, or equivalent education and work experience Supervisory experience preferred; experience working with special needs populations also preferred Outgoing and easily approachable nature preferred Excellent written and verbal communication skills are a must, as are the demonstrated ability to use good judgment, diplomacy, and make time sensitive decisions. Exceptional organizational skills and the ability to stay calm under pressure are also required Ability to handle multiple tasks and to shift easily between various responsibilities Must be proficient in MS Office. Familiarity with Access based databases and the ability to learn new programs preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/5/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA	Tenant Services Coordinator	The Tenant Services Coordinator oversees the operation of the Tenant Services office at The Christopher. This department helps to provide safe, secure, and well managed permanent housing and contributes to Breaking Ground's overall mission of ending homelessness by forming a strong, supportive community through education and social programming. The Tenant Services Coordinator works on building the community and to engender tenant interactions with building staff. Activities should help to combat social isolation, develop new skills, encourage independence and expose tenants to new experiences. The position reports to the Assistant Director, Programs and shares an office with the CUCS Tenant Services Activity Assistant. The Tenant Services Coordinator works closely with Building Management, Central Intake and Finance, Permanent Housing, CUCS and with several outside agencies.	Baccalaureate degree from an accredited college and two (2) years of satisfactory full-time experience, or equivalent education and work experience Supervisory experience preferred; experience working with special needs populations also preferred Outgoing and easily approachable nature preferred Excellent written and verbal communication skills are a must, as are the demonstrated ability to use good judgment, diplomacy, and make time sensitive decisions. Exceptional organizational skills and the ability to stay calm under pressure are also required Ability to handle multiple tasks and to shift easily between various responsibilities Must be proficient in MS Office Suite. Familiarity with Access based databases and the ability to learn new programs preferred	Posted: 8/21/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Manhattan	<p>ESSENTIAL DUTIES:</p> <p>Oversee development and implementation of a wide range of programs and activities for The Christopher residents</p> <p>Recruit and manage tenant and external volunteer opportunities</p> <p>Perform administrative tasks as needed including monthly newsletter production, monthly reports, calendar of events, etc.</p> <p>Coordinate with Building Management, CUCS, Good Shepherd Foyer other BG programs, and outside agencies (i.e. City Beets, NY Cares, Sprout by Design)</p> <p>Supervise and manage volunteers and interns</p> <p>Manage program budget</p> <p>Serve as tenant contact for questions and concerns; redirect tenants to appropriate staff; keep social service and building management informed of tenant involvement.</p> <p>Report on outcomes, goals and data tracking</p> <p>Perform other duties as assigned, flexible work schedule sometimes required</p>	<p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Registered Nurse	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people invites applications for a Registered Nurse position for its ACT team, a mobile, multidisciplinary mental health program in the Bronx. The ACT Team outreaches and enrolls homeless individuals with serious mental illness into its services, helps to obtain housing, works with individuals to return to a full and satisfying life in the community and make a transition to less intensive services in the community. ACT Services are delivered by a multidisciplinary, mobile professional team that assumes total responsibility for case management, rehabilitation, psychiatric and substance abuse services.	Licensed in New York State as Registered Nurse (RN) • Associate's degree required, bachelor's degree preferred • Valid New York State driver's license required • Clinical care experience with populations served by program: mental health or community nursing preferred. • Computer literacy required. • Bilingual English/Spanish preferred.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Bronx	<p>The RN works as an integral member of the site's service team to help clients function as well as possible, participating in case conferences, assisting in responding to crises, and supporting clients in connecting to outside medical services and specialty care. This position involves field work as well as clinic-based work.</p> <p>The responsibilities of the RN on the ACT team are:</p> <ul style="list-style-type: none"> •Maintain a medication system and coordinate with pharmacies. •Monitor and administer medication as prescribed, including intramuscular injections of psychiatric medication. •Provide health assessments. •Provide treatment under a physician's orders. •Supervise staff. •Possibility of carrying a small caseload of clients with health-related problem. •Routine monitoring of vitals and blood sugar. •Participate as member of site management team. •Take on-call shifts as assigned by program director. 	Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Registered Nurse	Janian Medical Care, P.C., seeks a Registered Nurse for CUCS' new Intensive Mobile Treatment (IMT) Team.	New York State licensed Registered Nurse Experience working with people living with mental illness and/or with homeless or justice-involved people preferred Bilingual preferred but not required	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan	<p>As part of Mayor DeBlasio's NYC Safe initiative, IMT is a new, demonstration project funded by the New York City Department of Health and Mental Hygiene (DoHMH) designed to provide care to New Yorkers who have had recent and frequent contact with the mental health, criminal justice and homeless systems. DoHMH has chosen CUCS to operate the Manhattan IMT Team which will provide care to a maximum of 25 clients. The team will consist 4 social service clinicians including the IMT Team director, 2 peers, a half-time psychiatrist and a Registered Nurse.</p> <p>Janian Medical Care provides psychiatric, nursing and primary care to homeless and formerly homeless New Yorkers in supportive housing, shelters and with street outreach teams. Janian Medical Care is widely recognized as a leader in the delivery and development of on-site clinical services and at offering clinicians a supportive, flexible work environment that supports clinical freedom and creativity. Our clinicians enjoy expert supervision that encourages clinical excellence and continued professional development. We offer a competitive salary commensurate with experience and excellent benefits. There is a 10% salary supplement for service to the IMT Team. This is a full-time position. We will consider 2 part-time applicants. Working hours may be flexible.</p> <p>The Registered Nurse will have primary responsibility for improving the overall health of program participants including promotion of physical and mental health integration. The Registered Nurse will work with members of the multi-disciplinary IMT Team towards this goal by engaging in the following activities:</p> <p>Conducting diagnostic and risk assessments and providing care in multiple settings including in institutional settings and in participants' homes Providing clinical care, including administering medication, at the direction of the IMT psychiatrist Maintaining medication logs and databases Assisting participants with compliance with treatment including with medications Linking participants to primary and specialty care</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		Participating in multidisciplinary team meetings Liaising with pharmacies, hospitals and city agencies as needed				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	ACT Employment Specialist	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation, and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; Minimum Bachelor's Degree, Licensed Master Social Worker (LMSW) or Licensed Mental Health Counselor (LMHC) preferred; At least 1 year of training and/or experience in vocational assessment, job exploration, and skills development in choosing, getting, and maintaining employment, employment counseling or vocational rehabilitation; Knowledge of principles and models of supported employment, ADA and other civil rights statutes regarding employment practices, programs, funders and initiatives supporting employment for persons with mental health concerns, e.g. ACCES-VR, TTW, Workforce 1 Centers; Proficiency in MS Word, Excel, PowerPoint; Available to work a flexible schedule, mornings, evenings and weekends in response to participant needs; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates in our newly created ACT team located in our Third Avenue, Bronx location the position of: ACT Employment Specialist to work at our Third Avenue, Bronx location.</p> <p>Position is full-time, with a salary of 50-55K, plus excellent benefits.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		<p>to deliver comprehensive, integrated and flexible services that are responsive to a participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview</p> <p>The Employment Specialist takes lead responsibility for integrating vocational goals and services with the tasks of all team members; Completes vocational assessments with participants, including exploring and identifying interests, employment history, experience and skills, and future aspirations; Guides job exploration and matching work or vocational experience to participants' interests and strengths; Describes the values of supported employment as a competitive and integrated option with time-unlimited support, and responds to the articulated participant vocational choices including the desire for training, education, volunteer and other work experiences; Develops job leads by establishing contacts with private and public employers or through employment agencies; Support skills development related to choosing, securing, and maintaining employment. The comprehensive ACT service activities include: Assessing and providing services to participants to address health and wellness, housing, income support, education, vocational training, employment and social supports; Complete initial comprehensive recovery-oriented service plan and 6-month plan review incorporating participant and relevant others' feedback; service planning and coordination; problem solving; support with obtaining housing; developing social connections; strengthening family and other relationships; developing independent living skills and obtaining necessary resources; accessing and accessing education and training; employment supports (job search, placement and support); entitlement and financial management; empowerment and self-help; wellness self-management with a focus on the development of coping skills; support with medications; and weekly groups; Use motivational interviewing, recovery and trauma-informed approaches when delivering services; Complete crisis intervention and relapse prevention plans; Collaborative with participants, families and natural supports, shelter and community partners to promote attainment of treatment</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		and recovery goals; Coordinate discharge in collaboration with inpatient and ER staff when participants have involvement; Complete thorough, timely and accurate documentation and adequate authorization records consistent with billing, regulatory, policy and contractual requirements; Complete expected minimum monthly treatment contacts of which 80% occur in the community; Provide 24-hour crisis intervention on-call services on rotating basis.				

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Community Access -- SSA	ACT Team Registered Nurse	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; Currently licensed as a registered professional nurse by the New York State Education Department.; Bachelor's degree required, Master's preferred; Minimum four (4) years experience working as an RN; Minimum three (3) years experience working with persons with mental health conditions in health or social services setting; Excellent written, verbal and interpersonal communication skills; Ability to synthesize and summarize information and make judgments regarding care; Strong computer skills ; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates for the position of: ACT Team Registered Nurse to work at our Third Avenue, Bronx location.</p> <p>Position is full-time, 40 hours per week; salary is commensurate with experience.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate to deliver comprehensive, integrated and flexible services that are responsive to a</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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		participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.				
Community Access -- SSA	CARE COORDINATOR OUTREACH	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation, and commitment to the philosophy and mission of Community Access. Bachelor's Degree with 4 years related experience preferred. Must be fingerprinted and cleared by the New York State Justice Center. Commitment to recovery oriented practice. Be skilled in conflict mediation/negotiation and have an assertive approach to problem solving. Responsive to change: opens to new ideas; adapts to changing needs, transitions and situations; willingness to modify pursue different approaches to achieve positive outcomes. Experience in collaborative interdisciplinary planning processes. Knowledge of mental health, serious medical conditions, HIV/AIDS, substance use and homelessness. Knowledge of Medicaid, Social Security and other entitlements, preferred. Demonstrated competence in written, verbal and computational skills to present and document records in accordance with program standards. Ability to utilize various computer programs, specifically Microsoft Word and Excel. Experience working with electronic health records. Be creative and flexible. Show initiative and be responsible for follow through. Willingness to work in the field and travel by public transportation. Ability to maintain confidential information, as related to position. Ability to work independently and as part of a team. Bilingual Spanish-speaking, preferred. Ability to walk up several flights of stairs. Bilingual candidates are encouraged to apply. Interested candidates should apply on www.communityaccess.org/jobs .	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Citywide	<p>We are currently seeking qualified candidates for the position of CARE COORDINATOR OUTREACH AND ENROLLMENT SPECIALIST to work in our housing program, with locations in Manhattan, Brooklyn and Bronx.</p> <p>Position Overview The Care Coordinator Outreach and Enrollment Specialist has responsibility for all outreach and enrollment activities for agency care management services. The position entails outreach and engagement of prospective clients of health home services, and enrollment of all interested participants into the agency's care management program, as well as direct care coordination services to assigned program participants as needed. The program's care coordination services include: health promotion activities, developing and implementing person centered care plans, coordinating services and treatment between multiple treatment providers, hospital discharge planning, individual support and advocacy, and referral to community and social support services. Program systems are designed to support services that are person-centered, trauma-informed, and assist individuals in their recovery and achievement of optimal health outcomes.</p>	Community Access is an Equal Opportunity Employer. M/F/D/V. Women, People of Color and Members of the LGBT community are strongly encouraged to apply. CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management. www.communityaccess.org			

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Community Access -- SSA	CAREER COACH	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Recipient of mental health services (past or present); Ability to create and foster empathic, professional and respectful relationships between yourself and other people ; Strong computer, organizational, and documentation skills; At least three years of experience working in mental health services, preferably employment, peer support, or rehabilitation setting; Possess and maintain a NYS OMH Peer Specialist certification or be willing to obtain one within six months of employment; Minimum of a high school diploma or equivalent (bachelor's degree preferred); A commitment to upholding the philosophy, mission, and values of Community Access and Howie The Harp Advocacy Center; Must be fingerprinted and cleared by the NYS Justice Center	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Manhattan	<p>We are currently seeking qualified candidates for the position of CAREER COACH to work in Howie The Harp Advocacy Center</p> <p>Position Overview</p> <p>The Career Coach provides personalized guidance in the form of support, job development and placement, skill and resource development, to HTH participants and community members. The Career Coach promotes self-determination to support success and satisfaction as a trainee in the HTH classroom, on an internship, and while engaging and sustaining employment. The Coach works closely with other Coaches and agency staff to achieve the Community Access mission through her/his role.</p>	<p>Preferred:</p> <p>Howie The Harp Peer Training Program graduate; Training/group facilitation experience; Demonstrated knowledge of benefits, entitlements, or work incentives</p> <p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V. Women, People of Color and Members of the LGBT community are strongly encouraged to apply. CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management. www.communityaccess.org</p>			

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Community Access -- SSA	Peer Trainer	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must have an understanding, appreciation, and commitment to the philosophy and mission of Community Access; Be a recipient/peer/survivor of mental health services; experience with and knowledge of peer workforce and training issues and the behavioral health system in NYC and NYS; Minimum of a high school diploma or equivalent required; Bachelor's degree preferred; at least 2 years of experience working in an adult learning or education environment; at least 2) years working as a peer specialist or in a peer specialist training position, preferred; Curriculum development experience and skills, including ability to create and deliver training in a variety of instructional modalities such as lecture, role playing, experiential learning, team exercises, group discussions, multi-media, etc., required; Program development experience, preferred; Possess strong understanding of peer practices, recovery, and wellness; Must be fingerprinted and cleared by the NYS Justice Center; Willing to travel and work evenings and weekends; Ability to utilize various computer programs including Excel and PowerPoint; Demonstrated leadership skills and ability to work as part of a team; Excellent oral and written communication skills; Show initiative and be responsible for follow-through; Ability to maintain confidential information, as related to position.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: PT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Manhattan	<p>We are currently seeking qualified candidates for the position of PEER TRAINER - THRIVE AT WORK PEER TRAINING</p> <p>This is a part-time position, 20 hours per week; salary is \$27.40/hr.</p> <p>Program Description The Thrive at Work Peer Specialist Training is a new program designed to train and graduate peers in preparation for participation in the mental health workforce in NYC. In collaboration with the Mayor's Office of NYC and the Department of Health and Mental Hygiene, Community Access will provide different tracks of training designed to meet the assessed level of competencies and needs of both working peer specialists and peers with little or no work experience. The goal of the training is to promote competency in peer specialist work, and connect trainees to internships, job placement, and/ or workforce development opportunities. Thrive at Work also seeks to connect trainees to peer certification through the Academy of Peer Services with a curriculum that reflects certification requirements and facilitated support of the certification exam.</p> <p>Position Overview The Thrive at Work Peer Specialist Peer Trainer is responsible for the day-to-day management of training and classroom activities for an estimated 80 students per year. The purpose of the training is to prepare students with lived mental health experience with varied levels of expertise as a peer specialist for workforce development in the peer specialist workforce, and in particular for preparation for completion of</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V. Women, People of Color and Members of the LGBT community are strongly encouraged to apply. CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		<p>the Academy of Peer Services Peer Specialist Certification process. The trainer displays a mastery of competencies in peer workforce skills and practice, and supports students in development and enhancement of peer expertise and workplace skills. The trainer coordinates assistance with external teachers as needed and assists Executive staff and the Coordinator with curricula development. The trainer Assist with the development, modification, preparation and organization of training curriculum and related resources, including visual aids, ; and handouts, and evaluation materials; Delivers training in classroom setting ; Maintains an understanding of shifting system, program, and workforce needs, and integrate priorities and opportunities into curriculum planning; Maintain documentation of student attendance and evaluation of trainings ; Assists with analyzing evaluations, interpreting trainee assessments, and revising training according to necessary practice and program improvements; Organizes the preparation and delivery of training, including materials preparation and scheduling of external trainers.</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Praxis Housing Initiatives -- SHA	Case Manager	Assist program participants in achieving individual long and short-term goals and objectives. Provide supportive counseling and crisis intervention as required. Assist ADSS with supervision responsibilities.	Bachelor's degree required, BSW preferred. CASAC a plus. Relevant experience of two years or more with disenfranchised population. Commitment to working with population living with HIV/AIDS, mental health and other medical issues, long-term unemployment and incarceration and current substance abuse. Computer literacy; Microsoft Office Suite preferred. Fluency in Spanish a plus.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Claude Howard Email:
Administrative Offices -- SHA	Manhattan	A)Carry an assigned caseload of 20 clients. B)Conduct client intakes and assessments. C)Provide individual counseling to clients within a harm reduction modality. D)Design and implement individual service plans to assist residents in attaining goals. E)Maintain regular personal contact with clients; cultivate trusting relationships to monitor physical and emotional capacity for independent living as well as the need for additional services. F)Arrange for/support home health care, as necessary. Make appropriate referrals to medical, mental health, substance abuse, and/or other services. G)Help clients to establish and strengthen significant relationships and to reinforce a supportive network. H)Manage crisis within the residence and intervene appropriately to minimize risk of potential harm to residents, staff, and damage to property. Notify appropriate supervisor and document events on designated forms. I)Maintain accurate case records, regular progress notes and individual service plan summaries for each client, adhering to company guidelines regarding client confidentiality. J)Jointly with the Assistant Director of Social Services, supervise 2 Case Aides. K)Facilitate client support groups focused on activities of daily living. L)Conduct group counseling sessions focused on the challenges of living with chronic substance abuse and HIV/AIDS. M)Coordinate group education regarding prevention of transmission of HIV and other diseases. N)Supervise client activity in the field (e.g. recreation) to ensure their safety, as required. O)Organize and maintain community resource guide for clients and other staff, including clothing and food pantries, mental health programs, and support groups. P)Knock on resident's doors to ensure daily contact. Q)Escort clients to linkage appointments on an as-needed basis. R)Follow up with clients post-residence to provide support during transitional phase. S)Participate in case-conference team meetings, staff meetings, and other meetings	Email: HR@praxishousing.org Salary: 35,000			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		as requested. T)Attend all required trainings. U)Perform other duties, as required by supervisor.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
MA-MSW-CSW Required						
Breaking Ground -- SHA	Program Coordinator	The Street to Home Brooklyn/Queens (S2HBQ) program provides outreach and case management services to street homeless people living in Brooklyn and Queens. S2HBQ helps individuals end their homelessness through securing permanent housing. Integral to these efforts is providing primary health care, directly on the street where people are living, to those who are unable or unwilling to access health care services through more traditional means. The Program Coordinator (PC) will work very closely with our street medicine providers, ensuring seamless coordination and continuity of services is provided for each individual seen and assessed by the Street Medicine team. She/he will train S2HBQ staff to carefully target individuals who should be prioritized for Street Medicine services and will ensure that follow up recommendations and appointments are being executed. The PC will work with program leadership to measure the success and impact of the program.	Minimum of (2) years' experience with the street homeless population and in a Harm Reduction modality. Housing-based case management experience strongly preferred. Excellent interpersonal skills, creativity, and problem solving ability. Knowledge of mental health, substance abuse, medical care and other subject areas related to and impacting individuals that are formerly street homeless. Ability to positively engage with clients who have significant mental health issues, current substance use, and often medical illness and cognitive impairment. Superb collaborative skills; Ability to work successfully with a wide range of internal and external stakeholders. Ability to communicate (verbally and written) with diverse populations and stakeholders. LMSW preferred. At minimum, individual must be in the process of obtaining their MSW. Excellent computer skills, including proficiency in Microsoft Word and Excel. Familiarity with Access-based databases and the ability to learn new programs are preferred. Bilingual Spanish/English is preferred.	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org
HR Department -- Aff.	Citywide	<p>ESSENTIAL DUTIES AND RESPONSIBILITIES:</p> <p>Will transport Street Medicine providers to see clients in the field, on the street, where they will provide primary health care services, assessments, referrals, and healthcare education to street homeless individuals. Will ensure follow-up recommendations from Street Medicine providers are being achieved by collaborating with S2HBQ staff or providing direct follow-up with clients, scheduling appointments, providing basic healthcare education, assisting with prescription refills, etc. In collaboration with the Street Medicine providers, will create and implement a system for targeting and prioritizing those clients most in need of these services. Will maintain detailed data tracking, reports, and records of clients being seen by Street Medicine providers. Will work with department leadership and Street Medicine providers to measure the impact of Street Medicine through quantitative and qualitative data collection and analysis. Performs other related duties as assigned.</p>	<p>The PC must be willing to engage individuals on the streets, in parks, under bridges and other locations that a street homeless individual might be located.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Program Coordinator Citywide	<p>The Program Coordinator (PC) will work across Breaking Ground's programs, providing formerly chronically street homeless clients, residents, and tenants, with a robust therapeutic group curriculum focused on overall wellness and promoting self-sufficiency. The content and each group process will support and enhance the work of the social service staff at each site so that service plan goals are being reinforced attained. The PC will work in collaboration with BG tenant services coordinators to maximize resources and opportunities for clients, residents, and tenants. Group topics include, but are not limited to the following:</p> <ul style="list-style-type: none"> Mental health recovery Wellness self-management Harm reduction Moving through transition Healthy living Preparing for independent living Socialization and community building Creating and maintaining positive relationships Conflict resolution <p>Traveling throughout the boroughs, the PC will offer these group services in our stabilization bed programs in Brooklyn/Queens, our safe havens located in Manhattan and Brooklyn, and in our permanent housing programs in Brooklyn and the Bronx. In addition to leading these groups, the PC will work with program and department leadership to develop ongoing curriculum and train program staff at each site so that therapeutic group facilitation skills are woven into the fabric of each program culture. As part of the interdisciplinary team in all of the program sites she/he will work in, the PC will communicate with the clinical leadership of each program to ensure that their observations and feedback is incorporated into service planning with clients.</p> <p>ESSENTIAL DUTIES:</p> <ul style="list-style-type: none"> Coordinate and facilitate groups for formerly street homeless individuals Train program staff in the area of group facilitation Assess ongoing group programming needs at each site and incorporate findings into new curriculum Create and disseminate an assessment tool that measures client satisfaction Performs other related duties as assigned 	<p>Two years related work experience preferred. Preference given to those with experience working with homeless populations. Housing-based case management experience strongly preferred. Ability to positively engage with clients who have significant mental health issues, current substance use, and often medical illness and cognitive impairment. Familiarity in facilitating groups. Excellent interpersonal skills, creativity, and problem solving ability. Knowledge of mental health, substance abuse, medical care and other subject areas related to and impacting individuals that are formerly street homeless. Masters in Social Work Preferred. At minimum, individual must be enrolled in a Masters of Social Work program. Superb collaborative skills; Ability to work successfully with a wide range of internal and external stakeholders. Ability to communicate (verbally and written) with diverse populations and stakeholders. Proficiency with Microsoft Office (Word, Outlook, Excel). Bi-lingual (English/Spanish) preferred.</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 6/26/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Team Leader Citywide	<p>The Outreach Team Leader (OTL) works with street homeless individuals living in Brooklyn and Queens. S/he will supervise a team of five Housing Advocates, including weekly supervision/meetings, performance planning, and scheduling. The OTL will conduct street outreach, engaging individuals to determine homelessness history, services needed and appropriate placement options. The OTL will be responsible for gaining a holistic understanding of the homeless population in their respective catchment areas and will work in collaboration with the community director and other relevant parties to implement appropriate housing and service solutions. The OTL will be responsible for the outreach activities and operations during their respective shift and will be responsible for ensuring that all required reporting, paperwork, procedures and protocols are followed. The OTL will work with a partner and spend most of the shift in an automobile. The incumbent will respond to community concerns; oversee Code Red/Blue alerts; identify new hotspots/encampments and work to eradicate existing hotspots/encampments; liaise with partner agencies and collaborate with fellow program supervisory staff; and complete necessary reports and documentation. The OTL will primarily work in one of the two catchment areas. Outreach is staffed seven days per week, 24 hours per day. Shifts are broken into three time frames; Midnight-8am, 8am-4pm, 4pm-Midnight.</p> <p>ESSENTIAL DUTIES:</p> <p>Provide leadership and supervision to Outreach Housing Advocates Collaborate with program supervisory staff to meet program goals Conduct outreach, engaging and assessing street homeless adults Respond to community concerns, including 311 calls and encampment engagement Oversee and participate in Code Blue/Red Alerts Coordinate delivery of care with other agencies Ensures completion of required documentation, including reports and data entry Performs other related duties as assigned</p>	<p>Minimum 5 yrs. experience working with homeless or disabled populations, and minimum 3 yrs. of supervisory experience Excellent clinical and assessment skills, creative, person centered problem solving, ability to delegate and motivate. Ability to communicate and work with diverse populations. Detailed oriented and can manage team tasks Masters Degree preferred Microsoft Office and Outlook required. Excel, PowerPoint and Access preferred Bi/Multi-lingual preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 8/7/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Team Leader Citywide	<p>The Outreach Team Leader (OTL) works with street homeless individuals living in Brooklyn and Queens. S/he will supervise a team of nine Housing Advocates, including weekly supervision/meetings, performance planning, and scheduling. The OTL will conduct street outreach, engaging individuals to determine homelessness history, services needed and appropriate placement options. The OTL will be responsible for gaining a holistic understanding of the homeless population in their respective catchment areas and will work in collaboration with the community director and other relevant parties to implement appropriate housing and service solutions. The OTL will be responsible for the outreach activities and operations during their respective shift and will be responsible for ensuring that all required reporting, paperwork, procedures and protocols are followed. The OTL will work with a partner and spend most of the shift in an automobile. The incumbent will respond to community concerns; oversee Code Red/Blue alerts; identify new hotspots/encampments and work to eradicate existing hotspots/encampments; liaise with partner agencies and collaborate with fellow program supervisory staff; and complete necessary reports and documentation. The OTL will primarily work in one of the two catchment areas. Outreach is staffed seven days per week, 24 hours per day. Shifts are broken into three time frames; 10pm-6am, 6am-2pm, 2pm-10pm.</p> <p>ESSENTIAL DUTIES:</p> <p>Provide leadership and supervision to Outreach Housing Advocates Collaborate with program supervisory staff to meet program goals Conduct outreach, engaging and assessing street homeless adults Respond to community concerns, including 311 calls and encampment engagement Oversee and participate in Code Blue/Red Alerts Coordinate delivery of care with other agencies Ensures completion of required documentation, including reports and data entry Performs other related duties as assigned</p>	<p>Minimum 5 yrs. experience working with homeless or disabled populations, and minimum 3 yrs. of supervisory experience Excellent clinical and assessment skills, creative, person centered problem solving, ability to delegate and motivate. Ability to communicate and work with diverse populations. Detailed oriented and can manage team tasks Masters Degree preferred Microsoft Office and Outlook required. Excel, PowerPoint and Access preferred Bi/Multi-lingual preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 7/10/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Breaking Ground -- SHA HR Department -- Aff.	Team Leader Citywide	<p>The Outreach Team Leader (OTL) works with street homeless individuals living in Brooklyn and Queens. S/he will supervise a team of five Housing Advocates, including weekly supervision/meetings, performance planning, and scheduling. The OTL will conduct street outreach, engaging individuals to determine homelessness history, services needed and appropriate placement options. The OTL will be responsible for gaining a holistic understanding of the homeless population in their respective catchment areas and will work in collaboration with the community director and other relevant parties to implement appropriate housing and service solutions. The OTL will be responsible for the outreach activities and operations during their respective shift and will be responsible for ensuring that all required reporting, paperwork, procedures and protocols are followed. The OTL will work with a partner and spend most of the shift in an automobile. The incumbent will respond to community concerns; oversee Code Red/Blue alerts; identify new hotspots/encampments and work to eradicate existing hotspots/encampments; liaise with partner agencies and collaborate with fellow program supervisory staff; and complete necessary reports and documentation. The OTL will primarily work in one of the two catchment areas. Outreach is staffed seven days per week, 24 hours per day. Shifts are broken into three time frames; Midnight-8am, 8am-4pm, 4pm-Midnight.</p> <p>ESSENTIAL DUTIES:</p> <p>Provide leadership and supervision to Outreach Housing Advocates Collaborate with program supervisory staff to meet program goals Conduct outreach, engaging and assessing street homeless adults Respond to community concerns, including 311 calls and encampment engagement Oversee and participate in Code Blue/Red Alerts Coordinate delivery of care with other agencies Ensures completion of required documentation, including reports and data entry Performs other related duties as assigned</p>	<p>Minimum 5 yrs. experience working with homeless or disabled populations, and minimum 3 yrs. of supervisory experience Excellent clinical and assessment skills, creative, person centered problem solving, ability to delegate and motivate. Ability to communicate and work with diverse populations. Detailed oriented and can manage team tasks Masters Degree preferred Microsoft Office and Outlook required. Excel, PowerPoint and Access preferred Bi/Multi-lingual preferred</p> <p>To Apply: www.breakingground.org/careers</p> <p>EOE/M/F/Vet/Disabled</p>	<p>Posted: 9/18/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Mr Joseph Gonzalez Email: jgonzalez@breakingground.org</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Assistant Program Director	<p>The Christopher, a 167-unit supportive housing residence, located in Chelsea, for low income tenants, many of whom have histories of mental illness, homelessness, substance abuse, and/or HIV/AIDS, invites applications for an Assistant Program Director Position.</p> <p>CUCS provides comprehensive on-site social services using a recovery orientation, which include the implementation of evidence based practices such as Supported Employment, Motivational Interviewing, and Wellness Self Management</p> <p>The Assistant Program Director is responsible for supporting the Program Director in the overall management of the program. The Assistant Program Director provides direct supervision to clinical supervisors and/or special services staff. The Assistant Program Director plays a major role in ensuring that clients receive services that meet regulatory and agency standards and that records are kept in compliance with those standards. This position is central to fostering the mission and goals of the agency.</p>	<p>The position requires a thorough understanding of relevant service delivery concepts and structures, including strong knowledge and experience with mental health systems, and the ability to access and negotiate the full range of services for recipients. It also requires strong supervisory and administrative skills and the ability to interface effectively and efficiently with colleagues to ensure quality services and program operations. Furthermore, it requires good decision-making skills and the ability to identify and facilitate necessary programmatic change. It requires attention to detail, strong writing and verbal communication skills, and computer literacy.</p> <ul style="list-style-type: none"> •LCSW •Internal candidates within 3 month of completing the LCSW experience requirement may also apply. •Once the experience requirement is met, all candidate must attain an LCSW within 6 months. •Minimum of 4 years post-masters applicable experience with related populations including supervisory, administrative, and management experience •Strong writing and verbal communication skills •Computer literacy •Bilingual Spanish/English is preferred 	<p>Posted: 9/5/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Priscilla Rojas</p> <p>Email:</p>
CUCS -- SHA	Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Assistant Program Director	The Center for Urban Community Services, a national leader in the development of effective housing and services initiatives for homeless people, invites applications for an Assistant Program Director position at CUCS' Harlem Transitional Services (HTS). HTS provides chronically street homeless individuals with mental illness and/or substance abuse assistance in obtaining and maintaining permanent housing. The program includes the 40 bed Kelly Transitional Living Community. The Housing First/Harm Reduction Model is used to engage people who otherwise may not accept services. Responsibilities: The Assistant Program Director works closely with the Program Director and has the primary responsibility for supervision and oversight for the site's special services programs including: onsite psychiatric and medical services, building workshops and per diem staff. Additionally, this individual is responsible for maintaining good relationships with funders and stakeholders, and maintaining and developing of program culture that is client centered, outcome oriented and dedicated to continuous quality improvement. Hours: Full time, M-F 9AM-5PM.	LCSW required with a minimum of four years of related post-masters experience with related populations including supervisory, administrative, and management experience Strong writing and verbal communication skills Computer literacy Bilingual Spanish/English is preferred Training experience preferred	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Clinical Supervisor	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Clinical Supervisor position at the Prince George. We are located in a historic building in the Flat Iron District of Manhattan. The Prince George is a 415 unit supportive housing residence for low income tenants, many of who have a history of mental illness, homelessness, substance abuse, and/or HIV/AIDS.	LCSW, if internal 18 months towards LCSW 18 months post-masters direct experience with population(s) served by the program Administrative and supervisory experience preferred but not required Strong writing and verbal communication skills and computer literacy Bilingual Spanish/English preferred. Competitive salary and benefits CUCS is committed to workforce diversity. EEO.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan	The Clinical Supervisor is responsible for the supervision and direct oversight of a clinical services team including: one MSW Social Work, and three Case Managers. Each of these four staff members have a caseload of between 35-40 clients. The Clinical Supervisor position is extremely dynamic and offers significant key decision-making, supervisory, administrative, program management, and service delivery responsibilities including but not limited to: site management, program development, inter-team coordination, and contract regulatory/policy compliance. Each of the supervisees will carry a diverse caseload including those with: Severe and Persistent Mental Illness(SPMI),HIV/AIDS, Homeless history, Substance Abuse, and/or those in need of Low Income housing. In order to best serve our clients, CUCS is committed to providing our staff with robust trainings. Staff will be well versed in Evidence Based Practices including but not limited to: Wellness Self Management, Supported Employment, Seeking Safety, BTSAS, and Motivational Interviewing as well as trainings in Psychopharmacology, Clinical Supervision, DSM 5, etc.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Clinical Supervisor	The Center for Urban Community Services (CUCS), a national leader in the development of effective housing and service initiatives invites applications for the Clinical Supervisor position in the Care Management program. The Care Management program provides Health Home services. The Health Home model seeks to optimize the quality and efficiency of health care services received by the most at risk New Yorkers. Health Homes are playing an integral role in improving behavioral and physical health outcomes for high users of Medicaid in New York State.	LCSW Excellent written and verbal communication skills Supervisory experience preferred.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Manhattan	Description of Responsibilities – The Clinical Supervisor is responsible for the supervision and direct oversight of a care management team, serving clients who have chronic health and mental health conditions. The Clinical Supervisor is responsible to guide the team towards achieving Health Home goals, such as assisting clients in overcoming barriers to quality health care, striving to improve overall health outcomes, thereby decreasing NY State Medicaid expenditure via a reduction in inappropriate ER usage and avoidable inpatient hospitalizations. The Clinical Supervisor also oversees clinical assessments of clients and conducts assessments as needed.	Requirements: LCSW. Excellent written and verbal communication skills. Computer Literacy required. Supervisory experience preferred.			
		This position has significant decision-making, supervisory, administrative, and program management responsibilities. The Clinical Supervisor is responsible for helping their team function at a high level to achieve performance targets, maintain Medicaid compliance, coordinate with Managed Care Organizations, and contribute to a culture that is client centered, outcome oriented, and dedicated to continuous quality improvement.	Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Clinical Supervisor	CUCS' Harlem Transitional Services provides chronically street homeless individuals with mental illness and/or substance abuse assistance in obtaining and maintaining permanent housing. The program is a 40- bed Transitional Living Community. The Housing First/Harm Reduction Model is used to engage people who otherwise may not accept services. Staff receive extensive training in Evidence Based Practices including Motivational Interviewing and Wellness Self-Management.	Experience with related population, supervisory experience, strong written and verbal communication skills and computer literacy. An LCSW is required for External applicants. Internal applicants who have their LMSW and are within 18 months of fulfilling the clinical experience requirement for their LCSW are encouraged to apply as a Clinical Supervisor Please note that a Clinical Supervisor 1 is automatically promoted to Clinical Supervisor 3 upon receipt of their LCSW. Hours: F/T, M-F 9am-5pm. Competitive salary and benefits. Bilingual-Spanish preferred. ***Please note that within 6 months from completion of 2000 LCSW practice hours including the 3 year minimum practice time, LCSW license will be required for LMSW candidates. ***Please note that a Clinical Coordinator 1 is automatically promoted to Clinical Coordinator 3 upon receipt of their LCSW. Hours: F/T, M-F 9am-5pm. Competitive salary and benefits.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan	Resp: The Clinical Supervisor is responsible for the supervision and direct oversight of a clinical services housing team. This position has significant decision making, supervisory, administrative, program management and service delivery responsibilities including but not limited to site management, program development, inter-team coordination and contract/policy compliance. This person will be expected to participate in and contribute to a program culture that is client-centered, outcome-oriented and dedicated to continuous quality improvement.	Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Clinical Supervisor	The Center for Urban Community Services (CUCS), a national leader in the development of effective housing and service initiatives invites applications for the Clinical Supervisor position in the Care Management Program. The Care Management Program provides Health Home services to assist clients to improve overall health outcomes and overcome barriers to quality health care. The Health Home model seeks to optimize the quality and efficiency of health care services received by the most at risk New Yorkers. Health Homes are playing an integral role in improving behavioral and physical health outcomes for high users of Medicaid in New York State.	MSW or LMSW plus minimum of 2 years applicable post-master's experience. Or Masters in Mental Health Counseling, Public Health, Public Administration or related Master's degree plus minimum of 2 years applicable post-master's experience. Excellent written and verbal communication skills. Supervisory experience preferred.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Manhattan	Description of Responsibilities – The Clinical Supervisor is responsible for the supervision and direct oversight of the care management outreach team, serving clients who have chronic physical and mental health conditions. The Clinical Supervisor is responsible to guide the outreach team towards achieving monthly target goals including enrolling clients into the health home by outreaching, engaging, and providing information about the program. The Clinical Supervisor oversees the enrollment process for all new clients entering the program and ensures the outreach team maintains regular Medicaid compliance and follows state mandated eligibility requirements. This position has significant decision-making, supervisory, administrative, and program management responsibilities. The Clinical Supervisor is responsible for helping the outreach team function at a high level to achieve performance targets, maintain Medicaid compliance, coordinate with Managed Care Organizations, and contribute to a culture that is client centered, outcome oriented, and dedicated to continuous quality improvement.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Clinical Supervisor	The Center for Urban Community Services, a national leader in the development of effective housing and service initiative for homeless people, invites applications for TWO Clinical Supervisor position at the new Intensive Mobile Treatment Team. . The New York City Department of Health and Mental Hygiene recently asked CUCS initiate another Intensive Mobile Treatment Teams that will continue the success of the current team. The Intensive Mobile Treatment Team will work with individuals that move frequently across the behavioral health care system (outpatient and inpatient), the homeless services system (shelter, street, Safe Haven), and the criminal justice system (jail, probation, parole), and have barriers to engage in the services they need.	LCSW (Internal applicants with an LMSW and 18 months of practice experience within the agency are encouraged to apply) Relevant post-master's experience Strong writing and verbal communication skills Computer literacy, especially in regards to Microsoft Excel, Outlook, and Word.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
— — — — — CUCS -- SHA	— — — — — Manhattan	<p>The Clinical Supervisor will provide administrative support to the IMT program, including supervision of the 2 Peer Specialists, and will have an integral role in program development and the creation of a culture that is person-centered, outcome-oriented, and dedicated to continuous quality improvement. The Clinical Supervisor will also provide direct services, including:</p> <p>Screening and assessing (including for risk) participants, families and /or significant others involved with the participant to develop a person-centered treatment plan. Screening and assessing participants for the treatment of co-occurring substance use disorders including through involvement in an interdisciplinary assessment. Advocating and liaising for recipients within the criminal justice and shelter system. Assisting program participants in securing medical care, entitlement and other community supports that promote integrated physical and mental health, safety, wellbeing and recovery. Providing or connecting participants with employment counseling, vocational rehabilitation, completion of housing applications and placement, and provision of life skills training. Providing individual counseling that includes principles of Integrated Dual Disorder Treatment as appropriate. Provide on-call support on a rotating basis for the 24-hour emergency line.</p> <p>Eligible CUCS Home to Stay staff will have exclusive recruitment privileges for 3 weeks from May 10, 2017.</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Eve. Group and Intake SW	<p>The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for an EVENING GROUP AND INTAKE SOCIAL WORKER at Delta Manor. New York City Department of Homeless Services (DHS) approached CUCS to assume the operation of the Delta Manor Shelter as of February 2015. The program serves 101 homeless men with serious mental illness. Please note that the Delta Manor is a 5 story walk building with no elevator and all candidates must be able to easily transport using the stairs.</p> <p>The EVENING GROUP AND INTAKE SOCIAL WORKER is primarily responsible for client intake at shelter programs. This includes screening applications for eligibility, conducting interviews, making enrollment decisions in consultation with site management, and introducing applicants to the services offered at the program. The EVENING GROUP AND INTAKE SOCIAL WORKER is responsible for collaborating with their day time equivalent to ensure vacancies are filled in a timely manner by conducting outreach and intake interviews, and managing relationships with referrals sources and DHS as appropriate to the position.</p> <p>The EVENING GROUP AND INTAKE SOCIAL WORKER also oversees the Group Services and Activities program in the evening, including providing group services, developing groups, classes and activities, and ensuring that evidence based practices adhere to fidelity standards.</p> <p>The EVENING GROUP AND INTAKE SOCIAL WORKER is part of a team with the Day Intake and Group Service Social Worker collaborating to ensure Delta Manor is able to intake appropriate clients from throughout the DHS system. The EVENING GROUP AND INTAKE SOCIAL WORKER is responsible for helping their team to function well and meet their contractual obligations, including housing placement goals; and striving, as appropriate to their role, to fulfill the CUCS programs' core purpose, core values, and vision statements. They are expected to understand and support the management activities that ensure the good functioning of the team and program as a whole. The EVENING GROUP AND INTAKE SOCIAL WORKER may be assigned additional responsibilities.</p>	<p>Master's Degree in Social Work required</p> <p>*CUCS requires that all full-time social workers who provide services within the LMSW or LCSW scope of practice to have a license within 6 months from date of hire.</p> <ul style="list-style-type: none"> • Post-masters direct service experience with populations served by the program preferred • Strong clinical assessment skills • Computer literacy • Strong interpersonal and organizational skills • Sound judgment, good decision making skills, and a high degree of tact and professionalism • Good writing and verbal communication skills • Ability to problem-solve, prioritize, and effectively manage time • Experience with EPB groups services preferred • Bilingual English/Spanish preferred 	<p>Posted: 8/7/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: Priscilla Rojas</p> <p>Email:</p>
— — — — — CUCS -- SHA	— — — — — Bronx					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Outreach Supervisor	The Center for Urban Community Services (CUCS), a national leader in the development of effective housing and service initiatives invites applications for the Outreach Supervisor position in the Care Management Program. The Care Management Program provides Health Home services to assist clients to improve overall health outcomes and overcome barriers to quality health care. The Health Home model seeks to optimize the quality and efficiency of health care services received by the most at risk New Yorkers. Health Homes are playing an integral role in improving behavioral and physical health outcomes for high users of Medicaid in New York State.	MSW or LMSW plus minimum of 2 years applicable post-master's experience. Or oMasters in Mental Health Counseling, Public Health, Public Administration or related Master's degree plus minimum of 2 years applicable post-master's experience. Excellent written and verbal communication skills. Supervisory experience preferred. In this job, you will be able to work toward your LCSW by obtaining the necessary clinical practice hours and receiving supervision from a Licensed Clinical Social Worker.	Posted: 7/10/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
--- CUCS -- SHA ---	--- Manhattan	Description of Responsibilities – The Outreach Supervisor is responsible for the supervision and direct oversight of the care management outreach team, serving clients who have chronic physical and mental health conditions. The Outreach Supervisor is responsible to guide the outreach team towards achieving monthly target goals including enrolling clients into the health home by outreaching, engaging, and providing information about the program. The Outreach Supervisor oversees the enrollment process for all new clients entering the program and ensures the outreach team maintains regular Medicaid compliance and follows state mandated eligibility requirements. This position has significant decision-making, supervisory, administrative, and program management responsibilities. The Outreach Supervisor is responsible for helping the outreach team function at a high level to achieve performance targets, maintain Medicaid compliance, coordinate with Managed Care Organizations, and contribute to a culture that is client centered, outcome oriented, and dedicated to continuous quality improvement.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA — — — — — CUCS -- SHA	Social Worker — — — — — Brooklyn	<p>The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Social Worker position at the Hegeman, a 160 unit permanent supportive housing residence located in Brownsville Brooklyn, for low income tenants, many of whom have histories of mental illness, homelessness, and substance abuse. The building has a LEED (Leadership in Energy and Environmental Safety Design) silver rating and includes a 24/7 attended lobby, a community garden, a computer room, and a fitness room.</p> <p>CUCS provides comprehensive on-site social services using a recovery orientation, which include the implementation of evidence based practices such as Supported Employment, Motivational Interviewing, and Wellness Self Management</p> <p>Responsibilities: The Social Worker is responsible for working with an assigned group of clients to help them live full and satisfying lives in the community; helping their team and program to function well and meet their contractual obligations; and striving, as appropriate to their role, to fulfill the CUCS programs' core purpose, core values and vision statements.</p> <p>While the Social Worker is principally responsible for providing services directly to clients and in doing that to function with a level of autonomy that is appropriate to their professional training and experience, they are also expected to understand and support the management activities that ensure the good functioning of the team and the program as a whole. They may also be expected to provide oversight and support to their team in the absence of the team supervisor.</p>	<p>MSW (LMSW preferred) •Good verbal and written communication skills •Computer literacy •Bilingual Spanish/English preferred</p> <p>Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.</p>	<p>Posted: 9/5/2017 Benefits: Unknown</p>	<p>FT/PT: FT Hrs/Week: Salary: Pay/Hr:</p>	<p>Name: Priscilla Rojas Email:</p>

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Social Worker	The Center for Urban Community Services, a national leader in the development of effective housing and service initiatives for homeless people, invites applications for a Social Worker position at the Prince George. We are located in a historic building in the Flat Iron District of Manhattan. The Prince George is a 415 unit supportive housing residence for low income tenants, many of whom have histories of mental illness, homelessness, substance abuse, and/or HIV/AIDS. CUCS embraces a holistic, person centered approach to the work and incorporates several evidence based practices including but not limited to: Wellness Self Management, Supported Employment, Motivational Interviewing and Person Centered Service Planning.	Master's Degree in Social Work required. An LMSW is required within six months of hire. Recent and upcoming graduates and experienced clinicians encouraged to apply. Excellent outreach, assessment, written and verbal communication skills. Must be able to work effectively as part of a team. Computer literacy required. Bilingual English/Spanish preferred, but not required.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan	<p>The Social Worker is part of a six person team and is responsible for providing a full range of direct services to clients with particular emphasis on mental health, physical health, and substance abuse services. Responsibilities include crisis-intervention, medication management and regulatory compliance. Additional responsibilities include training in, and utilization of a broad array of Evidence Based Practices such as: Wellness Self Management, Supported Employment, Person Centered Service Planning, and Motivational Interviewing. We are seeking a candidate that embraces a recovery orientation, a harm reduction approach, and a dedication to helping our clients live a full and satisfying life in the community.</p> <p>Come work in the Flatiron District! Work with supportive, close knit team that believes in the integrity of their work and are dedicated to improving the lives of their clients. This position offers the opportunity to receive LCSW hours after earning the LMSW.</p>	Please be advised that you must upload your cover letter and resume in one document. Applicants will only be considered for positions they apply for.			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Center for Urban Community Services -- SHA	Social Worker - Bilingual	The Center for Urban Community Services (CUCS), a national leader in the development of effective housing and service initiatives invites applications for the Social Work position in the Care Management Program. The Care Management program provides Health Home services to optimize the quality and efficiency of health care services received by the most at risk New Yorkers.	MSW or LMSW - CUCS requires that all full-time social workers to have a Social Work license within 6 months from date of hire 1 year experience working with persons diagnosed with mental disabilities, developmental disabilities, alcoholism or substance abuse Bilingual Spanish / English required Good verbal and written communications skills Computer literacy	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan	Health Homes are playing an integral role in improving behavioral and physical health outcomes for high users of Medicaid in New York State. Description of Responsibilities- The social worker is responsible for coordinating health care for clients in the community who have chronic medical and mental health conditions. The social worker is responsible to conduct ongoing assessments, provide counseling, coordination, education, and advocacy to support clients to make well informed healthcare choices, receive appropriate services and achieve healthcare goals. The social worker conducts mental health assessments to determine eligibility for HCBS (Home and Community based services). The position involves telephonic care coordination, visiting clients in the community and meeting them in the office. The social worker will also serve as an assistant team leader in a variety of capacities, building their own leadership skills. The social worker will receive weekly clinical supervision that meets the requirements for LCSW hours and have access to all CUCS agency trainings.				

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Community Access -- SSA	ACT Family Specialist	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation, and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; Licensed Master or Clinical Social Worker (LM/CSW) or Licensed Mental Health Counselor (LMHC); At least one (1) year of training and/or experience in family assessment and intervention, psycho-education and/or other family support services, including cognitive-behavioral strategies; Knowledge of cognitive behavioral techniques; Available to work a flexible schedule, mornings, evenings and weekends in response to participant needs; Ability to utilize various computer programs, specifically Microsoft Word, PowerPoint and Excel; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates in our newly created ACT team located in our Third Avenue, Bronx location the position of: ACT Family Specialist to work at our Third Avenue, Bronx location.</p> <p>Position is full-time, with a salary of 50-55K, plus excellent benefits.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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		<p>to deliver comprehensive, integrated and flexible services that are responsive to a participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview The Family specialist takes lead responsibility for integrating family goals and services with the tasks of all team members; Conducts family needs assessments; Provides individual and group family psycho-education; Enacts family intervention strategies. Comprehensive ACT service activities include: Assess and provide services to participants to address health and wellness, housing, income support, education, vocational training, employment and social supports; Complete initial comprehensive recovery-oriented service plan and 6-month plan review incorporating participant and relevant others' feedback; Provide ACT treatment services including: service planning and coordination; problem solving; support with obtaining housing; developing social connections; strengthening family and other relationships; developing independent living skills and obtaining necessary resources; accessing and accessing education and training; employment supports (job search, placement and support); entitlement and financial management; empowerment and self-help; wellness self-management with a focus on the development of coping skills; support with medications; and weekly groups; Use motivational interviewing, recovery and trauma-informed approaches when delivering services; Complete crisis intervention and relapse prevention plans; Collaborative with participants, families and natural supports, shelter and community partners to promote attainment of treatment and recovery goals; Coordinate discharge in collaboration with inpatient and ER staff when participants have involvement; Complete thorough, timely and accurate documentation and adequate authorization records consistent with billing, regulatory, policy and contractual requirements; Complete expected minimum monthly treatment contacts of which 80% occur in the community; Provide 24-hour crisis intervention on-call services on rotating basis.</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	ACT Housing Specialist	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation, and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; LMSW or LCSW required; A minimum of three (3) years of working with people with co-occurring mental health and substance use issues and a history of assisting them with securing permanent housing; Knowledge of low income housing in New York City and special needs housing including NY/NY Supportive Housing and Section 8 housing; Excellent oral, writing, and listening skills; Available to work a flexible schedule, mornings, evenings and weekends in response to participant needs; Computer proficiency, Microsoft Word, Excel; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates in our newly created ACT team located in our Third Avenue, Bronx location the position of: ACT Housing Specialist to work at our Third Avenue, Bronx location.</p> <p>Position is full-time, with a salary of 50-55K, plus excellent benefits.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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		<p>to deliver comprehensive, integrated and flexible services that are responsive to a participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview The Housing Specialist ensures timely responsiveness, coverage, and coordination of participants' housing needs across the team; Utilizes vacancy rosters, identify vacancies, and select possible housing options to which participants can apply; Submits 2010e applications to HRA; ensure complete and current packages and perform follow-up on submitted applications; Develops, reviews and update a tracking system for submitted housing applications, interviews, and selections or denials and follow-up on denials of applications submitted to providers; Ensures all SPOA referrals are engaged within 7 consecutive days of their receipt; Coordinates and facilitates the housing referral process: arrange and prepare participants for housing interviews; assist with transportation, accompany on tours; Assist with participant move-ins; Conduct individualized and group meetings and workshops focusing on housing placement issues; Visits housing providers' facilities to develop and maintain positive working relationships. Comprehensive ACT service activities include: Assessing and providing services to participants to address health and wellness, housing, income support, education, vocational training, employment and social supports; Completing initial comprehensive recovery-oriented service plan and 6-month plan review incorporating participant and relevant others' feedback; Provide ACT treatment services including: service planning and coordination; problem solving; support with obtaining housing; developing social connections; strengthening family and other relationships; developing independent living skills and obtaining necessary resources; accessing and accessing education and training; employment supports (job search, placement and support); entitlement and financial management; empowerment and self-help; wellness self-management with a focus on the development of coping skills; support with medications; and weekly groups; Use motivational interviewing, recovery and trauma-informed approaches when delivering services; Complete crisis intervention and</p>				

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		relapse prevention plans; Collaborative with participants, families and natural supports, shelter and community partners to promote attainment of treatment and recovery goals; Coordinate discharge in collaboration with inpatient and ER staff when participants have involvement; Complete thorough, timely and accurate documentation and adequate authorization records consistent with billing, regulatory, policy and contractual requirements; Complete expected minimum monthly treatment contacts of which 80% occur in the community; Provide 24-hour crisis intervention on-call services on rotating basis.				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	Bronx ACT Team Leader	<p>Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.</p> <p>We are currently seeking qualified candidates for the position of: Bronx ACT Team Leader to work at our Third Avenue, Bronx location.</p> <p>Position is full-time, 40 hours per week; salary is commensurate with experience.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate to deliver comprehensive, integrated and flexible services that are responsive to a</p>	<p>Have an understanding, appreciation, and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; A Master's degree or higher in social work, with licensure, clinical (LCSW) preferred; OR a Master's degree in Psychology, Mental Health Counseling or Psychiatric Nursing with the associated licensure or certification; Minimum of four (5) years direct clinical experience with adults in a behavioral health setting; Knowledge of ACT and ACT/multi-disciplinary mobile team experience, preferred; Minimum three (3) years supervisory or management experience; Experience developing, implementing and evaluating program and participant goals; Experience training, coordinating and evaluating the work of clinical and support staff; Available to work a flexible schedule, mornings, evenings and weekends in response to participant needs; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center</p> <p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>	<p>Posted: 8/7/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: HR Dept.</p> <p>Email:</p>
Community Access -- SSA	Bronx					

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		<p>participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview The Team Leader provides administration oversight of the ACT Team and serves as a practicing clinician. S/he shares responsibility with the team's psychiatrist for clinical supervision of all team members and clinical treatment of all participants. Responsibilities include: Developing, implementing and maintaining program policies and procedures; Ensuring the establishment of organizational systems for programmatic and participant information and data; Providing clinical direction and supervision to team members; Ensure on-call service availability, 24/7; Develop and maintain cooperative and collaborative relationships with members of participants' networks ;Assess and provide services to participants to address health and wellness, housing, income support, education, vocational training, employment and social supports ; Complete service plans and 6-month plan review .</p>				

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	DIRECTOR	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1000 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Qualified candidates must be a Licensed Master in Social Work; Mental Health Counseling; psychology (clinical license preferred); have a minimum of five (5) years experience in mental health, with some clinical experience, preferred; minimum of five (5) years administrative and/or supervisory experience, preferred; possess an in depth understanding of PROS Regulations; must be fingerprinted and cleared by the NY State Justice Center; have a commitment to recovery oriented practice; resourcefulness and a good sense of humor a must.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Manhattan	Community Access, Inc. is seeking a qualified professional with clinical and managerial experience to fill the position of DIRECTOR, at East Village Access, a licensed rehabilitation and recovery-oriented PROS (Personalized Recovery Oriented Services) program for adults with serious mental illness. Position is full-time, 40 hours per week; annual salary is mid 80s to low 90s, plus an excellent benefits package. Salary requirements and/or salary history must be included in cover letter to be considered for position. Program Overview The purpose of the program is to assist individuals recovering from the disabling effects of mental illness through the coordination of rehabilitation, treatment and support services that are participant focused and goal oriented. Position Overview The Director is responsible for the general oversight and administration of East Village Access. Some of the essential job functions include but are not limited to: Recruits, directs, and provides guidance and supervision to assigned staff so that program goals are communicated effectively and job performance is continuously and formally evaluated; facilitate the identification, creation and development of services and activities to meet the needs of participants ; Ensures management of appropriate staff coverage per regulatory requirements and specific service delivery needs (e.g. clinical and intensive rehabilitative).; Promotes the	Interested candidates should apply on www.communityaccess.org/jobs . Community Access is an Equal Opportunity Employer. M/F/D/V. Women, People of Color and Members of the LGBT community are strongly encouraged to apply. CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management. www.communityaccess.org			

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		integration of clinical and rehabilitation service delivery by nurturing a team approach and facilitating the collaboration of medical and non-medical staff; Markets services in order to ensure adequate utilization and fiscal viability; Assists with creating and amending policies, procedures, and operational guidelines ;Conducts Quality Assurance, Utilization Review and program evaluation to guide strategic planning and development; Collaborates with community based programs and clinical providers to ensure coordinated services to program participants and address needs identified in participant-plans.				
Praxis Housing Initiatives -- SHA	Behavioral Health Specialist	Requires a minimum of 5 years with experience with chronically homeless persons living with HIV+ and histories of chemical dependencies and mental illness	•A valid NYS License to provide behavioral health services LCSW •CASAC a plus •Prior experience conducting psycho-social assessments including the development of person-center service plans. Familiarity with Harm Reduction Practice.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Claude Howard Email:
Administrative Offices -- SHA	Manhattan	<ul style="list-style-type: none"> •Working experience with homeless persons, both individual and family units with special needs, HIV, Addiction, MICA and Domestic Violence •Requirements, conduct pre-intake mental health evaluations and recommendations. •Schedule follow up sessions with clients as needed. •Document all clinical findings. •Co-facilitate case conferences •Crisis intervention. •Monitor, follow up mental health treatment adherence. •Sign off on all clinical service plan developments. •Provide clinical supervision to case management team. •Perform other duties as required by program requirements. 	<ul style="list-style-type: none"> • Prior experience working with chronic homeless persons with HIV/AIDS many of which have co-occurring mental health and substance use disorders •Strong behavioral interviewing techniques •Knowledge of NYS Mental Health screening tool MHSF III , preferred •Excellent communication, listener, therapeutic skills •Knowledge of electronic case manager systems (Foothold Awards a plus •Fluency in Spanish a plus. <p>Salary: \$65,000</p> <p>Email: HR@praxishousing.org</p>			

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Praxis Housing Initiatives -- SHA	Site Director	The Site Director has overall responsibility for all aspects of Praxis operations at the building. The Site Director directs the delivery of Social Services to the building's residents in the context of a harm reduction program/wellness model with goals ranging from risk reduction to abstinence. Through the Facilities Manager, he/she bears ultimate responsibility for the maintenance and operation of the physical plant. Within Praxis, the Site Director is an advocate for the clients in his/her building and for the quality and quantity of services that the staff provide.	Education:MSW or equivalent experience required. CASAC a plus. Experience:Relevant experience of two years or more with disenfranchised population, supervisory experience preferred. Skills:Commitment to working with population living with HIV/AIDS, mental health and other medical issues, long term unemployment and incarceration and current substance abuse. Computer literacy; Microsoft Office Suite preferred. Fluency in Spanish a plus.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Claude Howard Email:
Administrative Offices -- SHA	Manhattan	<p>A)Directs the proper delivery of Social Services to Praxis clients on site, from initial referral through orientation, assessment, development of a service plan, securing of entitlements as needed, referral to appropriate services (e.g., primary medical care), client groups and workshops, and appropriate placement in permanent housing.</p> <p>B)Coordinates the work of the Social Service team to ensure effective service delivery to clients. Schedules Social Service staff at the site to optimize staff availability to clients and staff access to (external) agencies.</p> <p>C)Hires, orients, supervises, and disciplines the Social Service staff of the site.</p> <p>D)Directly supervises the Facilities Manager.</p> <p>E)Conducts quality assurance spot checks (e.g., sitting in on a Caseworker's group) on a regular basis. Reviews individual case files and social service plans on a monthly basis for quality assurance and efficacy.</p> <p>F)In complicated/difficult cases, provides clinical assistance to other members of the Social Service team.</p> <p>G)Reports monthly to Director of Contract Programs on agency adherence to Quality Assurance Utilization Review Plan and makes recommendations for improvements.</p> <p>H)Oversees the disposition of all client complaints, ensuring timely and fair resolution.</p> <p>I)Administers Praxis's room closeout policy on site.</p> <p>J)Ensures readiness for audits by funders, as needed.</p> <p>K)Conducts monthly staff meetings with combined Social Service and Operations staff of site.</p> <p>L)Is on call 24 hours a day/seven days a week in case of emergencies.</p> <p>M)Takes protocol calls from building staff, as required by Praxis's internal protocol procedures.</p> <p>N)Nurtures existing linkages with community</p>	<p>Experience:Relevant experience of two years or more with disenfranchised population, supervisory experience preferred.</p> <p>Skills:Commitment to working with population living with HIV/AIDS, mental health and other medical issues, long term unemployment and incarceration and current substance abuse. Computer literacy; Microsoft Office Suite preferred.</p> <p>Fluency in Spanish a plus.</p> <p>Salary: \$65,000</p>			

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		<p>providers for the benefit of clients. Works with the Director of Contract Programs to develop appropriate new linkage agreements with agencies for the benefit of Praxis clients.</p> <p>O)Completes monthly reports and submits same in timely fashion.</p> <p>P)Attend all required trainings and meetings.</p> <p>Q)Perform any other duties, as required by supervisor.</p> <p>R)Participate in meetings, as requested.</p> <p>S)Work with other Social Service Directors to evaluate programs and to plan staff-wide trainings.</p>				
The Bridge, Inc. -- SSA	FEE FOR SERVICE	Well respected Manhattan-based behavioral health agency is seeking experienced, licensed Fee-for-Service therapists to work in Article 31 Mental Health Clinic providing adults with individual, group and family treatment. Primarily seeking clinicians who are available weekdays willing to work 10-14 clinical hours weekly. Competitive Fee-for-Service rates offered.	Ability to document services in an Electronic Medical Record required. LCSW and Spanish-speaking a plus. If interested, forward resume and cover letter to: Christina Mansfield, Senior V.P. of Outpatient Services 248 West 108th Street New York, N.Y. 10025 E-mail: cmansfield@thebridgeny.org	Posted: 6/26/2017 Benefits: Unknown	FT/PT: PT Hrs/Week: Salary: Pay/Hr:	Name:Dir Human Resources Email:
Human Resources -- SSA	Manhattan					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
The Bridge, Inc. -- SSA	Res. Services Intake Coord.	The Bridge, an innovative and well respected behavioral health agency serving adults with serious mental illness, substance abuse, co-occurring mental health and substance abuse disorders, and co-morbid medical conditions, is seeking an Intake Coordinator for Residential Services. The Bridge is an AA/EOE.	<ul style="list-style-type: none"> •Masters in Social Work or Mental Health Counseling preferred; BA in a related field or BA + experience working with homeless and/or mentally ill individuals considered. •Clinical experience with individuals diagnosed with psychiatric and/or substance use disorders •Knowledge of New York City supportive housing systems 	Posted: 6/26/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Dir Human Resources Email:
Human Resources -- SSA	Manhattan	<p>Under the direct supervision of the Director of Intake for Residential Services, the Residential Services Intake Coordinator performs a variety of duties both clinical and clerical in nature to ensure that housing applicants are properly screened and that housing programs filling vacancies receive appropriate applications for consideration in a timely manner. As the initial contact point for The Bridge, the Intake Coordinator is expected to demonstrate the highest level of professionalism and responsiveness when meeting and communicating with program applicants, referral agencies, funding sources and staff, including those in other divisions within The Bridge.</p> <p>Specific duties include:</p> <ul style="list-style-type: none"> •Knowing all facets of The Bridge's various residential programs, including explicit eligibility criteria for the numerous types and levels of residential programs in New York City (including NY/NY I & II; NY/NY III categories A, B, C, and E; HUD; OASAS, etc.). •Understanding Federal, State and City policies and procedures related to the targeting of priority applicants such as those under Assisted Outpatient Treatment orders, being discharged from State hospital and forensic institutions, etc. •Reviewing HRA-2010e housing applications, screening for specific disabilities, lengths of homelessness, discharging/referring institution, level of independence, prioritized placement categories. •Electronically inputting applicants' information in intake logs/spreadsheets. •Scheduling interviews with applicants the agency is mandated to consider (e.g. SPOA applicants, Forensic referrals identified by OMH and RCS, etc.), as well as other applicants deemed potentially appropriate for Bridge housing. •Using clinical skills, conduct in-depth interviews with applicants in The Bridge office as well as at a variety of off-site locations such as State Psychiatric Centers, acute care hospitals, nursing homes, Residential Treatment Facilities for young 	For consideration, forward your cover letter and resume to Eric Severance, Director of Intake, at eseverance@thebridgeny.org .			

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		<p>adults, and at other agencies where Video Teleconferences are held for interviews with incarcerated applicants. Interviews off-site will require traveling throughout the Five Boroughs of NYC and occasionally surrounding areas within the Tri-State Region.</p> <ul style="list-style-type: none">•After interviews, determining which Bridge program(s) would be appropriate for an applicant based on their eligibility criteria as well as their individual needs.•Selecting qualified applicants who have been screened for residential staff to consider when filling a vacancy.•Responding to inquiries regarding the intake process and residential services within The Bridge in a timely manner to referral agencies and program applicants•Completing initial Utilization Reports for new admissions.•Maintaining detailed records for each intake session and enrolled household, producing data for required reports and as requested by management.•Completing and submitting reports as required, including reports to the State Office of Mental Health, the Human Resources Administration and the Center for Urban Community Services.•Maintaining a waiting list of screened and qualified applicants.				

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MD/PhD

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
Community Access -- SSA	Bronx ACT Team Psychiatrist	<p>Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.</p> <p>We are currently seeking qualified candidates for the position of: Bronx ACT Team Psychiatrist to work at our Third Avenue, Bronx location.</p> <p>Position is part-time, 14/hrs per week minimum; up to 28 hrs/wk; salary is commensurate with experience.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate to deliver comprehensive, integrated and</p>	<p>Have an understanding, appreciation and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; Must be currently licensed as a physician by the NYS Education Department and certified by, or be eligible to be certified by, the American Board of Psychiatry and Neurology; Experience in community psychiatry, working with people with serious mental health conditions, co-occurring substance use disorders, and homelessness; Excellent written, verbal and interpersonal communication skills; Demonstrated team experience; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the New York State Justice Center.</p> <p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>	<p>Posted: 8/7/2017</p> <p>Benefits: Unknown</p>	<p>FT/PT: FT</p> <p>Hrs/Week:</p> <p>Salary:</p> <p>Pay/Hr:</p>	<p>Name: HR Dept.</p> <p>Email:</p>
Community Access -- SSA	Bronx					

Agency and Site	Position Job Location	Job Description	Experience/Requirements	Date Posted Benefits/Support	FT or PT Hours/Salary	Contact Information
		<p>flexible services that are responsive to a participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.</p> <p>Position Overview The Psychiatrist provides psychiatric services and consultation. In conjunction with the Team Leader, the Psychiatrist has overall clinical responsibility for monitoring participant treatment and team member delivery of clinical services. The Psychiatrist conducts comprehensive psychiatric assessments, develops holistic service plans addressing the social determinants of health, monitors treatment and provides follow up visits, serving as the medical leader for the team, s/he oversees team delivery of clinical services, participating in team meetings to evaluate risk and risk management needs; Provide coordinated care, collaborating with family and other community treatment providers; Deliver integrated care using best prescribing practices; Provide clinical supervision, education, and training of the ACT team members; Develop, maintain, and supervise medication administration policies and procedures; Develop and implement psychiatric and medical treatment policies procedures with support from Team Leader; Document services and changes in medication or treatment plans in EHR; Provide 24/7 on-call consultation.</p>				

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NP/PNP						
Center for Urban Community Services -- SHA	Primary Care NP	Janian Medical Care, P.C., seeks a Family or Adult Nurse Practitioner for a full-time position as a Primary Care Provider. For over 25 years, originally as the Project for Psychiatric Outreach to the Homeless, Janian Medical Care has been providing clinical care to homeless and formerly homeless New Yorkers in supportive housing, shelters, drop-in centers and with street outreach teams. Janian Medical Care is widely recognized as a leader in the delivery and development of person-centered, on-site care and at offering clinicians a supportive, flexible, culturally competent work environment that supports clinical freedom and creativity. Janian clinicians enjoy expert supervision and protected educational activities that encourage clinical excellence and continued professional development. We offer a competitive salary commensurate with experience and excellent benefits. Janian Medical Care values workplace diversity and is committed to being an equal opportunity employer. We believe this is an excellent opportunity for an early-career Nurse Practitioner to gain experience in person-centered, community-based care in a supportive, learning organization.	Advanced Practice Registered Nurse (APRN), licensed and registered to practice medicine in New York State. Experience working with electronic medical records. Good communication and collaboration skills. Commitment to person-centered practices.	Posted: 9/5/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: Priscilla Rojas Email:
CUCS -- SHA	Manhattan	<p>The Primary Care Provider will work with members of multi-disciplinary teams providing care to the homeless and formerly homeless New Yorkers to:</p> <ul style="list-style-type: none"> Identify and engage clients in need of medical evaluation and treatment Provide full-scope primary care including: chronic disease management, evaluation and treatment of acute injury and illness, and routine health maintenance and prevention Assist in planning and presenting of educational materials to agency staff Participate in regular staff meetings and supervisory meetings as needed 				

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Community Access -- SSA	ACT Psychiatric NP	Community Access, Inc. (CA), founded in 1974, is a progressive not-for-profit organization that expands opportunities for people living with mental health concerns to recover from trauma and discrimination through affordable housing, training, advocacy and healing-focused services. We are built upon the simple truth that people are experts in their own lives. Our programs are spread across 20 locations and include over 1200 units of supportive housing in three boroughs, the Howie The Harp Advocacy Center, the Art Collective, ThriveAtWork, Blueprint Supported Education, East Village Access—a PROS program, and a peer-driven Crisis Respite Center.	Have an understanding, appreciation and commitment to the philosophy and mission of Community Access; Commitment to person-centered treatment strategies, upholding participants' rights, and self-determination in service provision; Current license in NYS as a Psychiatric Nurse Practitioner; NYS license as a Registered Nurse; Master's degree in advanced nursing from an accredited Nurse Practitioner Program ; Minimum of three (3) years working with people with serious mental health conditions, co-occurring substance use disorders, and homelessness; Minimum of one (1) year working as a nurse practitioner, including prescribing preferred; Strong computer skills ; Bilingual Spanish-speaking, preferred; Must be fingerprinted and cleared by the NYS Justice Center.	Posted: 8/7/2017 Benefits: Unknown	FT/PT: FT Hrs/Week: Salary: Pay/Hr:	Name: HR Dept. Email:
Community Access -- SSA	Bronx	<p>We are currently seeking qualified candidates for the position of: ACT Team Psychiatric Nurse Practitioner to work at our Third Avenue, Bronx location.</p> <p>Position is part-time, up to 14 hours per week; salary is commensurate with experience.</p> <p>Program Overview Assertive Community Treatment (ACT) is an evidence-based, mobile practice model designed to provide treatment, rehabilitation and support services to individuals living with a serious mental health condition and whose needs have not been effectively met by traditional mental health services.</p> <p>Community Access' new Bronx Shelter ACT Team will serve individuals with mental health conditions who are homeless and temporarily housed within a Bronx mental health shelter. Team members will work collaboratively with shelter staff in the Bronx and use assertive engagement strategies to proactively engage individuals in services. ACT team members share responsibility for the people they serve, helping individuals attain housing and other personal goals that may be of a health, social, work or education nature.</p> <p>ACT teams are multi-disciplinary and include psychiatry, nursing, social work, peer specialists and other staff members offering rehabilitation, treatment and recovery support services. The team provides expertise in the areas of housing, substance use and harm reduction, family support, employment, and wellness self-management. Based on their area of expertise, team members collaborate to deliver comprehensive, integrated and</p>	<p>Interested candidates should apply on www.communityaccess.org/jobs.</p> <p>Community Access is an Equal Opportunity Employer. M/F/D/V.</p> <p>Women, People of Color and Members of the LGBT community are strongly encouraged to apply.</p> <p>CA is committed to the hiring of at least 51% consumer staff, in all of its departments and programs, and at all levels of management.</p> <p>www.communityaccess.org</p>			

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		flexible services that are responsive to a participant's choices, needs and goals. With a small staff to participant ratio, services are brought to the participant and offered in natural settings, 24 hours a day and seven days a week.				
		<p>Position Overview</p> <p>The Psychiatrist Nurse Practitioner (PNP) is responsible for psychiatric assessment, prescribing and medication monitoring. The PNP coordinates care with other physicians including primary care, therapists and support workers. S/he works collaboratively with the ACT Team and other medical providers to ensure that care is coordinated and delivered within the framework of participant self-determination, recovery, and cultural competency. Responsibilities include: Conduct initial psychiatric evaluation, mental status examinations and pharmacological evaluations; Prescribe medications and monitor response to prescribed medications readjusting plan as necessary; Administer injectable medications; Educate participants about side effects of medication; Provide coordinated and integrated care, communicating and collaborating with primary health care providers, significant others and community treatment providers; Use online databases and portals e.g. PSYCKES, Healthix, MAPP, to support assessment and treatment planning; Provide crisis intervention services; Support discharge planning with hospital and ER staff; Assist with provision of clinical supervision, education, and training of the ACT team members; Assist with development, implementation and supervision of medication administration policies and procedures; Provide 24/7 on-call consultation, etc.</p>				