



POSITION TITLE: Campus Peer Navigator
PRIMARY SUPERVISOR: Director of TAY Services
DEPARTMENT: Housing
SUPERVISES: N/A
STATUS: Non-Exempt
SALARY RANGE: Beginning salary will be commensurate with education and experience and based on appropriate industry standards.

POSITION DESCRIPTION: Campus Peer Navigator position will support students experiencing homelessness and housing instability to connect to on-campus and community-based resources, access temporary or permanent housing outside of CES (via Problem-Solving) and facilitate entry for eligible students into the appropriate CES population system as needed. Peer Navigator co-locates at local community college campuses in order to minimize any barriers accessing or providing direct CES services for students.

REQUIREMENTS & QUALIFICATIONS:

- Associates or Bachelor's degree from an accredited college or university
- Minimum 2 years of experience working as a case manager with homeless population and possess knowledge of housing and other area resources
- Must be proficient in record keeping including tracking, maintaining, and reporting statistics according to program guidelines and requirements
- Must have the ability to meet the physical requirements of this position
- Experienced and strong understanding of CES/LAHSAs
- Database experience (HMIS) strongly preferred
- Familiarity with TAY and HUD programs
- Valid California driver's license and insured automobile
- Knowledge and experience with motivational interviewing, evidence-based practices, harm reduction, and trauma informed care
- Former college student or experience in working in a college campus setting

ESSENTIAL DUTIES AND RESPONSIBILITIES:

All of the responsibilities listed below are considered essential functions of this position. Additionally, this position is expected to ensure adherence to the core operating values and the strategic direction of the agency.

1. Utilize culturally-relevant active listening and motivational interviewing with participants to support them to access temporary or permanent housing outside of the Coordinated Entry System (CES)
2. Liaise and Co-locate with community colleges to assist students experiencing or at risk of homelessness
3. Provide services to students in college campus with accessing mainstream or CES resources to end their housing crisis
4. Identify safety or health issues that may need to be considered during identification of housing
5. Provide mediation between households and property owners/family/friends to assist in resolving housing crisis
6. Partner with legal service providers to resolve housing crises
7. Deliver both field- and place-based supportive services, as appropriate, to participants
8. Acquire resources and make successful referrals, including follow-up to ensure the participant successfully accesses and initially retains housing
9. Able to minimize barriers to accessing CES (e.g. transportation, schedule conflicts with classes)
10. Ensure services are documented (e.g. face to face, phone and collateral contacts) in the LA CoC homeless management information system (HMIS) in a timely and thorough manner
11. Assist in budgeting with participants, and determine what level of minimal assistance is necessary to be successfully housed or have housing crisis resolved; facilitate access to CES for participants, as appropriate, including the completion of the Initial Triage and Initial Assessment phases of system access, assessment and housing location
12. For participants entering CES, provide a warm handoff to sustained case management services where possible, or provide initial case management for up to 60 days upon the participant gaining CES access
13. Increase linkages between post-secondary education systems and homeless services
14. Coordinate with contractors operating at campuses and promote consistency of service agreements and operational activities across the District
15. Participate in Peer Navigator Learning Community meetings and Higher Education and Homeless Workgroups meetings
16. Continuously try new approaches and explore new solutions
17. Deliver services based on participant strengths
18. Attend trainings and participate in regular technical assistance such as learning collaborative
19. Comply with contract SRS and agency KPI's
20. Attend regularly scheduled agency wide meetings, community meetings and other meetings as assigned
21. Conduct all functions in accordance with Agency guidelines, policies and procedures
22. Comply with applicable certification requirements and ethics

23. Arrange work schedule or required hours to the benefit of the Department/Program
24. Other duties as may be required

The statements contained herein describe the scope of the responsibility and essential functions of this position but should not be considered to be an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other areas.

The Village Family Services (The Village/TVFS) is an internationally accredited, leading bilingual family wellness organization that provides culturally sensitive, trauma-informed mental health, homeless and foster care services to thousands of Los Angeles County's most vulnerable and underserved children, youth, and their families. We specialize in helping LGBTQ and transition age youth who are in crisis and are recognized for our community response for ending youth homelessness.

To apply, please email resume along with cover letter to hr@thevillagefs.org with subject line Campus Peer Navigator.