HOUSE LEADER- SOBER LIVING-PART TIME

Who We Are
Second Chance is a place where justice involved San Diegans go to find hope, purpose and opportunity. Offering eight evidence-based programs, each staffed by a dedicated team of caring professionals, Second Chance is regarded throughout the greater San Diego area as a leader in helping formerly incarcerated and justice involved citizens successfully reintegrate into society.

What We Do
Second Chance helps hundreds of formerly incarcerated youth and adults receive the services they need to find a better path through job readiness training, case management, counseling, and transitional housing programs. We are dedicated to our mission of “disrupting the cycles of incarceration and poverty to help people find their way to self-sufficiency.”

We believe that everyone, regardless of their past, deserves the chance to shape a stronger future for themselves, their family, and their communities. This is achieved by living our CARES values.

Program Summary
The goal of the Housing Program is to reduce recidivism and support individuals in becoming productive, self-sufficient members of our community.

Who We’re Looking For
House Leader, Part-time
We’re looking for smart, compassionate, and resourceful change-agents with a passion for inspiring others to better themselves. To be successful, you’ll have to be a loyal and dedicated critical thinker; a creative problem solver who doesn’t shy away from challenges and takes pride in everything you do. You believe anything worth doing is worth doing right, every single time. If you don’t know the answer, you’ll dig to find it. You love people. You enjoy leading others. You value diversity and embrace change.

The House Leader reports to the Housing Manager. This role is responsible for complying with all Second Chance policies and procedures as outlined in the Staff Handbook and by our housing program. This position is responsible for a wide range of activities to include but are not limited to:

- Establish a positive relationship with residents, with mutual trust and respect
- Ensure all residents receive proper orientation and residents’ daily needs are met
- Provide general supervision and oversight of residents and, with compassion, hold residents accountable to policies and procedures
- Administer BAC and urinalysis testing upon direction
- Facilitate bi-monthly house meetings
- Maintain high and strict standards of morals, ethics, and professionalism
- Do nightly house count of residents and report house count to Housing staff daily
• Report all non-violent/non-risk incidents that violate house rules to Housing staff within 24 hours
• Perform additional duties as required by the position or as requested by Housing Staff

Requirements:
• Abide by the same sober living housing rules as the residents
• Understand and support the Second Chance mission of leading people to self-sufficiency
• Be at least 21 years of age
• Must have valid driver’s license and pass agency’s DMV check as well as provide proof of automobile insurance at agency-mandated liability levels.

Clearance on the following tests:

• Tuberculosis test
• Background Fingerprint check
• Drug Test

Qualifications
• Experience in Property Management preferred
• Customer service

Education
• High School Diploma or GED equivalency
• Written and verbal communication in English; bilingual in English and Spanish is a plus

What We Offer
Purpose. Many places will offer you a job. At Second Chance you will change lives. Our work is that rewarding. It is what makes our employees stay and others return.

Job salary and benefits...
• This position is non-exempt (hourly), part-time, on-site position.
• The rate of pay is $13.00/hour. The number of weekly hours are contingent upon size and maximum occupancy of the house (estimated 12-15 hours week).
• In addition, House Leader will live rent-free, on-site in a private furnished room (valued at $625 a month), including free utilities.
• Employer paid medical and life insurance for employees
• Vacation and Sick Leave benefits
• And more!

If you are seeking a rewarding career where you can make a meaningful difference alongside a world-class team, then Second Chance wants you. Join us.

We’re committed to giving justice-involved individuals a Second Chance.
Are you?
To apply, please email a cover letter and resume with a list of three professional references with “House Leader” in the subject line to jobs@secondchanceprogram.org

Second Chance Program, an equal opportunity employer, values the diversity of our workforce and the knowledge of our people. Second Chance Program will not discriminate against an applicant or employee on the basis of race, color, religion, national origin, ancestry, sex/gender, age, physical or mental disability, military or veteran status, genetic information, sexual orientation, gender identity, gender expression, marital status, or any other characteristic protected by applicable federal, state or local law. Auxiliary aids and services are available upon request to individuals with disabilities.